

**VIII. BUDGET**  
**BUDGET INSTRUCTIONS**

(Evidence for selection criterion (A)(4)(b))

**BUDGET PART I: SUMMARY**

**BUDGET PART I - TABLES**

*Budget Table I-1: Budget Summary by Budget Category--The State must include the budget totals for each budget category for each year of the grant. These line items are derived by adding together the corresponding line items from each of the Participating State Agency Budget Tables.*

<b>Budget Table I-1: Budget Summary by Budget Category</b>					
(Evidence for selection criterion (A)(4)(b))					
<b>Budget Categories</b>	<b>Grant Year 1 (a)</b>	<b>Grant Year 2 (b)</b>	<b>Grant Year 3 (c)</b>	<b>Grant Year 4 (d)</b>	<b>Total (e)</b>
1. Personnel	545,363	797,156	669,725	669,725	<b>2,681,969</b>
2. Fringe Benefits	148,643	225,976	189,528	189,528	<b>753,675</b>
3. Travel	10,200	8,200	2,200	2,200	<b>22,800</b>
4. Equipment	3,800	0	0	0	<b>3,800</b>
5. Supplies	25,020	49,002	61,964	66,225	<b>202,211</b>
6. Contractual	2,397,000	4,505,198	6,083,765	7,429,248	<b>20,415,211</b>
7. Training Stipends	1,000	0	0	0	<b>1,000</b>
8. Other	3,183	3,183	2,122	2,122	<b>10,610</b>
<b>9. Total Direct Costs (add lines 1-8)</b>	<b>3,134,209</b>	<b>5,588,715</b>	<b>7,009,304</b>	<b>8,359,048</b>	<b>24,091,276</b>
10. Indirect Costs*	230,491	345,888	301,739	293,419	<b>1,171,537</b>
11. Funds to be distributed to localities, Early Learning Intermediary Organizations, Participating Programs, and other partners	640,980	4,994,900	8,026,680	5,532,940	<b>19,195,500</b>
12. Funds set aside for participation in grantee technical assistance	100,000	100,000	100,000	100,000	400,000
<b>13. Total Grant Funds Requested (add lines 9-12)</b>	<b>4,105,680</b>	<b>11,029,503</b>	<b>15,437,723</b>	<b>14,285,407</b>	<b>44,858,313</b>

<b>Budget Table I-1: Budget Summary by Budget Category</b>					
<b>(Evidence for selection criterion (A)(4)(b))</b>					
<b>Budget Categories</b>	<b>Grant Year 1 (a)</b>	<b>Grant Year 2 (b)</b>	<b>Grant Year 3 (c)</b>	<b>Grant Year 4 (d)</b>	<b>Total (e)</b>
14. Funds from other sources used to support the State Plan	13,563,193	15,273,206	15,983,206	15,413,206	<b>60,232,811</b>
<b>15. Total Statewide Budget (add lines 13-14)</b>	<b>17,668,873</b>	<b>26,302,709</b>	<b>31,420,929</b>	<b>29,698,613</b>	<b>105,091,124</b>
<p>Columns (a) through (d): For each grant year for which funding is requested, show the total amount requested for each applicable budget category.</p> <p>Column (e): Show the total amount requested for all grant years.</p> <p>Line 6: Show the amount of funds allocated through contracts with vendors for products to be acquired and/or professional services to be provided. A State may apply its indirect cost rate only against the first \$25,000 of each contract included in line 6.</p> <p>Line 10: If the State plans to request reimbursement for indirect costs, complete the Indirect Cost Information form at the end of this Budget section. Note that indirect costs are not allocated to line 11.</p> <p>Line 11: Show the amount of funds to be distributed to localities, Early Learning Intermediary Organizations, Participating Programs, and other partners through contracts, interagency agreements, MOUs or any other subawards allowable under State procurement law. States are not required to provide budgets for how the localities, Early Learning Intermediary Organizations, Participating Programs, and other partners will use these funds. However, the Departments expect that, as part of the administration and oversight of the grant, States will monitor and track all expenditures to ensure that localities, Early Learning Intermediary Organizations, Participating Programs, and other partners spend these funds in accordance with the State Plan.</p> <p>Line 12: The State must set aside \$400,000 from its grant funds for the purpose of participating in RTT-ELC grantee technical assistance activities facilitated by ED or HHS. This is primarily to be used for travel and may be allocated to Participating State Agencies evenly across the four years of the grant.</p> <p>Line 13: This is the total funding requested under this grant.</p>					

**Budget Table I-2: Budget Summary by Participating State Agency--The State must include the budget totals for each Participating State Agency for each year of the grant. These line items should be consistent with the totals of each of the Participating State Agency Budgets provided in Budget Tables II-1.**

<b>Budget Table I-2: Budget Summary by Participating State Agency</b>					
<b>(Evidence for selection criterion (A)(4)(b))</b>					
<b>Agency Name</b>	<b>Grant Year 1 (a)</b>	<b>Grant Year 2 (b)</b>	<b>Grant Year 3 (c)</b>	<b>Grant Year 4 (d)</b>	<b>Total (e)</b>
<b>MDE</b>	10,158,936	16,251,749	20,393,696	17,856,636	<b>64,661,017</b>
<b>DHS</b>	6,700,874	9,250,323	10,391,352	11,676,096	<b>38,018,645</b>
<b>MDH</b>	809,063	800,637	635,881	165,881	<b>2,411,462</b>
<b>Total Statewide Budget</b>	<b>17,668,873</b>	<b>26,302,709</b>	<b>31,420,929</b>	<b>29,698,613</b>	<b>105,091,124</b>

**Budget Table I-3: Budget Summary by Project--The State must include the proposed budget totals for each project for each year of the grant. These line items are the totals, for each project, across all of the Participating State Agencies' project budgets, as provided in Budget Tables II-2.**

<b>Budget Table I-3: Budget Summary by Project</b>					
<b>(Evidence for selection criterion (A)(4)(b))</b>					
<b>Project</b>	<b>Grant Year 1 (a)</b>	<b>Grant Year 2 (b)</b>	<b>Grant Year 3 (c)</b>	<b>Grant Year 4 (d)</b>	<b>Total (e)</b>
<b>B1, 2, 3 &amp; 5 Parent Aware TQRIS</b>	4,630,913	5,800,162	6,766,435	8,141,179	<b>25,338,689</b>
<b>B4 Access: School Readiness Scholarships</b>	1,394,064	3,957,984	5,239,764	2,276,024	<b>12,867,836</b>
<b>B4 Access: Title I Match Grants</b>	105,125	3,500,000	7,000,000	7,000,000	<b>17,605,125</b>
<b>C1 Standards</b>	308,930	86,900	84,600	19,900	<b>500,330</b>
<b>C2 Comprehensive Assessment</b>	5,514,699	5,281,459	5,133,926	5,207,906	<b>21,137,990</b>
<b>D1 Workforce Framework</b>	115,200	90,000	50,000	50,000	<b>305,200</b>
<b>D2 Workforce Support</b>	3,541,300	4,881,300	4,391,300	4,301,300	<b>17,115,200</b>
<b>E1 Kindergarten Entry</b>	281,000	483,600	383,600	281,000	<b>1,429,200</b>
<b>E2 Data System</b>	1,586,330	2,028,104	2,178,104	2,228,104	<b>8,020,642</b>
<b>P2 FFN Support</b>	87,112	89,000	89,000	89,000	<b>354,112</b>
<b>P5 Public- Private Partnerships</b>	0	0	0	0	<b>0</b>
<b>Project Support Management Activities</b>	4,200	4,200	4,200	4,200	<b>16,800</b>
<b>Funds Set Aside for TA</b>	100,000	100,000	100,000	100,000	<b>400,000</b>

<b>Budget Table I-3: Budget Summary by Project</b>					
<b>(Evidence for selection criterion (A)(4)(b))</b>					
<b>Project</b>	<b>Grant Year 1 (a)</b>	<b>Grant Year 2 (b)</b>	<b>Grant Year 3 (c)</b>	<b>Grant Year 4 (d)</b>	<b>Total (e)</b>
<b>Total Statewide Budget</b>	<b>17,668,873</b>	<b>26,302,709</b>	<b>31,420,929</b>	<b>29,698,613</b>	<b>105,091,124</b>

**BUDGET PART I -NARRATIVE**

*Describe, in the text box below, the overall structure of the State's budget for implementing the State Plan, including*

- *A list of each Participating State Agency, together with a description of its budgetary and project responsibilities;*
- *A list of projects and a description of how these projects taken together will result in full implementation of the State Plan;*
- *For each project:*
  - *The designation of the selection criterion or competitive preference priority the project addresses;*
  - *An explanation of how the project will be organized and managed in order to ensure the implementation of the High-Quality Plans described in the selection criteria or competitive preference priorities; and*
- *Any information pertinent to understanding the proposed budget for each project.*

The Minnesota Departments of Education, Human Services, and Health have budgetary responsibility to implement the State Plan described in this application. Individual state agency budget planning and fiscal information on the elements of the State Plan are more fully described in the Budget Part II Narrative. Overall budgetary oversight responsibilities are described in the inter-agency Memoranda of Understanding and will be coordinated by the Office of Early Learning. Day-to-day management and oversight of the Plan will be carried out by the Office of Early Learning Leadership Team (A3).

Our State Plan has two focal points: 1) build quality and increase access to quality and 2) establish governance and accountability. Implementation of the Parent Aware Tiered Quality Rating and Improvement System accomplishes a large part of the first point (B1, 2, 3, 5—Project 1: Parent Aware and B4—Project 2: School Readiness Scholarships and Project 3: Title I Match Grants). Quality improvement efforts will also be targeted to Family, Friend, and Neighbor providers (Priority 2—Project 10: FFN Support). These efforts will be complemented by focused investments in our Great Workforce and Comprehensive Assessment Systems. Well-trained Early Childhood Educators play a critically important role in program quality. Minnesota is fortunate to have a running start in this area, with a professional development system that includes a Workforce Development and Competency Framework and an aligned progression of credentials and degrees. As a component of this Plan, we will focus investment on strengthening our existing professional development assets (D1—Project 6: Workforce Framework) and using that strong professional development infrastructure as the basis for making significant

investments in the human capital of Early Childhood Educators (D2—Project 7: Workforce Support). The final component in our approach to raising program quality comes from investment in a robust Comprehensive Assessment System (C2—Project 5: Comprehensive Assessment System) that provides ELD Programs and Early Childhood Educators with the necessary tools for monitoring and supporting children’s development. These strategies will be supported by leadership from our strengthened governance structure (A3) and informed by an expanded statewide infrastructure for learning from our system and for using evidence to make decisions at a variety of levels (E1—Project 8: Kindergarten Readiness Assessment and E2—Project 9: Data System).

In general, the following projects have been determined to be necessary to carry out the State of Minnesota’s objectives under this application and the responsible participating state agency is identified (associated dollar amounts are listed in Budget Table I-3).

### **B. High-Quality, Accountable Programs**

#### **(B1, 2, 3, & 5)**

Project 1: Parent Aware Tiered Quality Rating and Improvement System [Minnesota Department of Human Services, Health]

**(B)(4)** Promoting access to high-quality Early Learning and Development Programs for Children with High Needs

Project 2: School Readiness [Education]

Project 3: Title I Match Grants [Education]

### **C. Promoting Early Learning and Developmental Outcomes for Children**

**(C) (1)** Developing and using statewide, high-quality Early Learning and Development Standards

Project 4: Standards [Education]

**(C) (2)** Assessment Supporting effective uses of Comprehensive Assessment Systems

Project 5: Comprehensive Assessment System [Education]

### **D. A Great Early Childhood Education Workforce**

**(D)(1)** Developing Workforce Knowledge and Competency Framework and a progression of credentials

Project 6: Workforce Framework [Education, Human Services]

**(D)(2)** Supporting Early Childhood Educators: Workforce Support

Project 7: Workforce Support [Education, Human Services]

**E. Measuring Outcomes and Progress**

**(E)(1)** Understanding the status of children's learning and development at kindergarten entry

Project 8: Kindergarten Entry Assessment [Education]

**(E)(2)** Building or enhancing an early learning data system

Project 9: Data System [Education, Human Services, Health]

**Priority 2: Competitive Priority**—Including all Early Learning and Development Programs in the Tiered Quality Rating and Improvement System

Project 10: FFN Support [Education]

Additional details are found within the body of the application as well as in the Budget Part II Narratives for each participating state agency (Minnesota Departments of Education, Human Services, and Health).

**BUDGET PART II: PARTICIPATING STATE AGENCY**

*The State must complete Budget Table II-1, Budget Table II-2, and a narrative for each Participating State Agency with budgetary responsibilities. Therefore, the State should replicate the Budget Part II tables and narrative for each Participating State Agency, and include them in this section as follows:*

- *Participating State Agency 1: Budget Table II-1, Budget Table II-2, narrative.*
- *Participating State Agency 2: Budget Table II-1, Budget Table II-2, narrative.*

**BUDGET PART II -TABLES**

Budget Table II-1: Participating State Agency Budget By Budget Category--*The State must include the Participating State Agency's budget totals for each budget category for each year of the grant.*

*Participating State Agency 1: Budget Table II-1, Budget Table II-2, narrative.*

<b>Budget Table II-1: Participating State Agency (Evidence for selection criterion (A)(4)(b)) MINNESOTA DEPARTMENT OF EDUCATION</b>					
<b>Budget Category</b>	<b>Grant Year 1 (a)</b>	<b>Grant Year 2 (b)</b>	<b>Grant Year 3 (c)</b>	<b>Grant Year 4 (d)</b>	<b>Total (e)</b>
1. Personnel	259,660	234,010	187,698	187,698	<b>869,066</b>
2. Fringe Benefits	59,723	53,823	43,171	43,171	<b>199,888</b>
3. Travel	2,200	2,200	2,200	2,200	<b>8,800</b>
4. Equipment	0	0	0	0	<b>0</b>
5. Supplies	2,000	2,000	2,000	2,000	<b>8,000</b>
6. Contractual	2,010,500	2,331,000	2,300,500	2,365,500	<b>9,007,500</b>
7. Training Stipends	0	0	0	0	<b>0</b>
8. Other	0	0	0	0	<b>0</b>

<b>Budget Table II-1: Participating State Agency</b> <b>(Evidence for selection criterion (A)(4)(b))</b> <b>MINNESOTA DEPARTMENT OF EDUCATION</b>					
<b>Budget Category</b>	<b>Grant Year 1 (a)</b>	<b>Grant Year 2 (b)</b>	<b>Grant Year 3 (c)</b>	<b>Grant Year 4 (d)</b>	<b>Total (e)</b>
9. Total Direct Costs (add lines 1-8)	2,334,083	2,623,033	2,535,569	2,600,569	10,093,254
10. Indirect Costs*	106,137	85,610	73,241	64,921	329,909
11. Funds to be distributed to localities, Early Learning Intermediary Organizations, Participating Programs, and other partners	640,980	4,994,900	8,026,680	5,532,940	19,195,500
12. Funds set aside for participation in grantee technical assistance	100,000	100,000	100,000	100,000	400,000
<b>13. Total Grant Funds Requested</b> (add lines 9- 12)	<b>3,181,200</b>	<b>7,803,543</b>	<b>10,735,490</b>	<b>8,298,430</b>	<b>30,018,663</b>
14. Funds from other sources used to support the State Plan	6,977,736	8,448,206	9,658,206	9,558,206	34,642,354
<b>15. Total Statewide Budget</b> (add lines 13- 14)	<b>10,158,936</b>	<b>16,251,749</b>	<b>20,393,696</b>	<b>17,856,636</b>	<b>64,661,017</b>

**Budget Table II-2: Participating State Agency Budget By Project--The State must include the Participating State Agency's proposed budget totals for each project for each year of the grant.**

<b>Participating State Agency-Level Budget Table II-2 (Evidence for selection criterion (A)(4)(b)) MINNESOTA DEPARTMENT OF EDUCATION: BUDGET BY PROJECT</b>					
<b>Project</b>	<b>Grant Year 1 (a)</b>	<b>Grant Year 2 (b)</b>	<b>Grant Year 3 (c)</b>	<b>Grant Year 4 (d)</b>	<b>Total (e)</b>
<b>B1, 2, 3 &amp; 5 Parent Aware TQRIS</b>	0	0	0	0	<b>0</b>
<b>B4 Access: School Readiness Scholarships</b>	924,064	3,487,984	4,769,764	2,276,024	<b>11,457,836</b>
<b>B4 Access: Title I Match Grants</b>	105,125	3,500,000	7,000,000	7,000,000	<b>17,605,125</b>
<b>C1 Standards</b>	308,930	86,900	84,600	19,900	<b>500,330</b>
<b>C2 Comprehensive Assessment</b>	5,514,699	5,281,459	5,133,926	5,207,906	<b>21,137,990</b>
<b>D1 Workforce Framework</b>	65,200	0	0	0	<b>65,200</b>
<b>D2 Workforce Support</b>	1,566,300	1,566,300	1,026,300	1,026,300	<b>5,185,200</b>
<b>E1 Kindergarten Entry</b>	281,000	483,600	383,600	281,000	<b>1,429,200</b>
<b>E2 Data System</b>	1,202,306	1,652,306	1,802,306	1,852,306	<b>6,509,224</b>
<b>P2 FFN Support</b>	87,112	89,000	89,000	89,000	<b>354,112</b>
<b>P5 Public- Private Partnerships</b>	0	0	0	0	<b>0</b>
<b>Project Support Management Activities</b>	4,200	4,200	4,200	4,200	<b>16,800</b>

Participating State Agency-Level Budget Table II-2 (Evidence for selection criterion (A)(4)(b)) MINNESOTA DEPARTMENT OF EDUCATION: BUDGET BY PROJECT					
Project	Grant Year 1 (a)	Grant Year 2 (b)	Grant Year 3 (c)	Grant Year 4 (d)	Total (e)
Funds Set Aside for TA	100,000	100,000	100,000	100,000	400,000
Total Statewide Budget	10,158,936	16,251,749	20,393,696	17,856,636	64,661,017

**BUDGET PART II – NARRATIVE****Minnesota Department of Education**

Year 1      Year 2      Year 3      Year 4

**B. High-Quality, Accountable Programs**

(B) (4) Promoting access to high-quality Early Learning and Development Programs for Children with High Needs.

B4: Access-School Readiness Scholarships

1) Personnel: Salaries

.25 FTE Management Analyst I to manage contracts for reporting purposes

\$8,566      \$8,566      \$8,566      \$8,566

.25 FTE Education Specialist II for project oversight and technical assistance

\$12,825      \$12,825      \$12,825      \$12,825

Total Salaries: \$85,564

2) Fringe Benefits:

.25 FTE Management Analyst I to manage contracts for reporting purposes

\$1,970      \$1,970      \$1,970      \$1,970

.25 FTE Education Specialist II for project oversight and technical assistance

\$2,950      \$2,950      \$2,950      \$2,950

Total Fringe \$19,680

3) Travel: None

4) Equipment: None

5) Supplies: None

6) Contractual: .

Evaluation for scholarships	\$250,000	\$250,000	\$250,000	\$250,000
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Total Contractual: \$1,000,000

7) Training Stipends: None

8) Other: None

9) Total Direct Costs \$11,430,744

10) Indirect Costs:	\$6,773	\$6,773	\$6,773	\$6,773
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Total Indirect: \$27,092

11) Funds distributed to localities, Early Learning Intermediary Organizations, Participating Programs, or other partners through MOUs, interagency agreements, contracts, or other mechanisms authorized by State procurement laws.

Scholarships for 3-4 year olds in Minnesota place- based initiatives

	\$640,980	\$3,204,900	\$4,486,680	\$1,922,940
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Administrative costs for local implementation of scholarships

	\$75,000	\$300,000	\$300,000	\$225,000
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Total funds to localities: \$10,325,500

12) Funds set aside for participation in grantee technical assistance

13) Total Funds Requested: \$11,457,836

14) Other Funds Allocated to the State Plan: None

15) Total Budget: \$11,457,836

## **B. High-Quality, Accountable Programs**

(B) (4) Promoting access to high-quality Early Learning and Development Programs for Children with High Needs.

B4: Access-Title I Match Grants

1) Personnel: None

2) Fringe Benefits: None

3) Travel: None

4) Equipment: None

5) Supplies: None

6) Contractual:

Title I Tool Kit: Resource for school districts for funding and evaluating preschool services.

\$100,000	0	0	0
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7) Training Stipends: None

8) Other: None

9) Total Direct Costs: \$100,000

10) Indirect Costs: \$5,125

11) Funds distributed to localities, Early Learning Intermediary Organizations, Participating Programs, or other partners through MOUs, interagency agreements, contracts, or other mechanisms authorized by State procurement laws.

Title I match to school districts in Minnesota place-based initiatives

\$0	\$1,750,000	\$3,500,000	\$3,500,000
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12) Funds set aside for participation in grantee technical assistance

13) Total Funds Requested: \$8,885,125

14) Other Funds Allocated to the State Plan: Title I funds from participating school districts: \$8,750,000 as match for incentive grants.

15) Total Budget: \$17,605,125

(C) (1) Developing and using statewide, high-quality Early Learning and Development Standards

1) Salaries None

2) Fringe Benefits: None

3) Travel: None

4) Equipment: None

5) Supplies: None

6) Contractual: (C) 1.1; 1.2, 1.5; 2.2

Contractor for professional development materials

\$8,000	\$8,000	\$9,000	\$5,000
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Contractor for creating electronic professional development resources

\$15,000	\$56,000	\$12,500	\$7,000
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Contracting experts for cross sector professional development integrating ECIPs into curriculum content and expand usage in ELD programs

\$0	\$0	\$29,500	\$0
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Continuous review of standards

\$2,500	\$19,000	\$24,500	\$4,000
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7) Training Stipends: None

8) Other: None

9) Total Direct Costs: \$200,000

10) Indirect Costs:	\$3,900	\$3,900	\$9,100	\$3,900
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Total Indirect Costs: \$20,800

11) Funds distributed to localities, Early Learning Intermediary Organizations, Participating Programs, or other partners through MOUs, interagency agreements, contracts, or other mechanisms authorized by State procurement laws. None

12) Funds set aside for participation in grantee technical assistance

13) Total Funds Requested: \$220,800

14) Other Funds Allocated to the State Plan: ARRA funds supporting the State Advisory on Early Care and Education Council provide support through contracts to develop resources for Early Childhood Indicators of Progress, Minnesota's early childhood standards. This includes development of modules on using standards for coaches and mentors for \$190,000; promotion of the standards including a parent guide for \$29,830; translations of key messages for providers and parents using early learning standards in everyday activities for \$10,000, and a train the trainer for expanding availability of training on standards in relation to assessment and instructional practices for \$49,700. This contribution totals: \$279,530.

15) Total Budget: \$500,330

**(C ) (2) Assessment Supporting effective uses of Comprehensive Assessment Systems**

Improve providers' ability to choose, use and interpret assessment information to inform program decision and linking multi-system assessments in a meaningful way to inform policy decisions.

1) Personnel: Salaries

1.0 FTE Project Consultant Senior: Project manager to convene staff, conduct research for task force and prepare final report

\$46,312	\$46,312	\$0	\$0
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Total Salaries: \$92,624

2) Fringe Benefits:

Project Consultant Senior: Project manager to convene staff, conduct research for task force and prepare final report

\$10,652	\$10,652	\$0	\$0
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Total Fringe: \$21,304

3) Travel: None

4) Equipment: None

5) Supplies: None

6) Contractual

Stipends to assessment and measurement experts for task force

\$60,000	\$ 30,000	\$0	\$0
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Project management of on-line implementation to improve screening delivery

\$120,000	\$120,000	\$120,000	\$120,000
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Contractor for online training module developments

\$0	\$0	\$ 2,500	\$0
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Statewide Implementation

\$0	\$0	\$0	\$75,000
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Contract to Assessment and Training Center to provide professional development on using assessments, including coaches

\$310,000	\$188,000	\$180,000	\$182,000
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Contract with TIES for development of personalized learning plans

\$150,000	\$ 75,000	37,500	37,500
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Contract with Wilder for School Readiness Report Card

\$60,000	\$60,000	\$60,000	\$60,000
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Total Contractual: \$2,047,500

7) Training Stipends: None

8) Other: None

9) Total Direct Costs \$2,161,428

10) Indirect Costs:     \$29,529           \$23,289           \$5,720           \$5,200

Total Indirect Costs: \$63,738

11) Funds distributed to localities, Early Learning Intermediary Organizations, Participating Programs, or other partners through MOUs, interagency agreements, contracts, or other mechanisms authorized by State procurement laws.

12) Funds set aside for participation in grantee technical assistance

Funds set aside for participation in grantee technical assistance are identified in the lead agency budget (Minnesota Department of Education) and operated under the requirements of the inter-agency memorandum of understanding.

13) Total Funds Requested: \$2,225,166

14) Other Funds Allocated to the State Plan: \$4,728,206 per year over the four year period.

These contribution funds include federal Part C Child Find, Minnesota's Help Me Grow program, funded at \$1,128,206 per year and Minnesota's early childhood screening program state funded at \$3,600,000 per year, forecasted amount.

15) Total Budget: \$21,137,990

#### **D. Great Workforce**

D. (1) Developing a Workforce Knowledge and Competency Framework and progression of credentials.

1) Personnel: None

2) Fringe Benefits: None

3) Travel: None

4) Equipment: None

5) Supplies: None

6) Contractual:

Contract continued revision of Minnesota's core competencies.

\$60,000

7) Training Stipends: None

8) Other: None

9) Total Direct Costs: \$60,000

10) Indirect Costs: \$5,200

11) Funds distributed to localities, Early Learning Intermediary Organizations, Participating Programs, or other partners through MOUs, interagency agreements, contracts, or other mechanisms authorized by State procurement laws.

12) Funds set aside for participation in grantee technical assistance

13) Total Funds Requested: \$65,200

14) Other Funds Allocated to the State Plan: \$0

15) Total Budget: \$65,200

#### **D. Great Workforce**

D. (2) Supporting Early Childhood Educators in improving their knowledge, skills, and abilities.

1) Personnel: None

2) Fringe Benefits: None

3) Travel: None

4) Equipment: None

5) Supplies: None

6) Contractual:

Contract for outreach to Institutions of Higher Education to reduce barriers to embedding the core competencies framework in early childhood course work.

\$25,000	\$25,000	\$25,000	\$25,000
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7) Training Stipends: None

8) Other: None

9) Total Direct Costs: \$100,000

10) Indirect Costs:	\$1300	\$1300	\$1300	\$1300
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Total Indirect costs: \$5,200

11) Funds distributed to localities, Early Learning Intermediary Organizations, Participating Programs, or other partners through MOUs, interagency agreements, contracts, or other mechanisms authorized by State procurement laws.

12) Funds set aside for participation in grantee technical assistance

13) Total Funds Requested: \$105,200

14) Other Funds Allocated to the State Plan: Minnesota's eight regional Center of Excellence promote core competencies and provide professional development for all ELD providers. The Centers are funded mostly by Part C for \$1,000,000 per year. The Minnesota Reading Corps, which receives funding from a variety of public and private sources, trains providers to supplement preK-3 literacy instruction for Children with High Needs. Current and anticipated investments through 2013 in our Target Communities total \$540,000 per year. Contributions are for the first two years of this request for \$1,080,000. This total contribution of other funds is \$5,080,000

15) Total Budget: \$5,185,200

### **E. Measuring Outcomes and Progress**

(E) (1) Understanding the status of children's learning and development at kindergarten entry.

1) Personnel: None.

2) Fringe Benefits: None

3) Travel: None

4) Equipment: None

5) Supplies: None

6) Contractual:

Pilot of MNKEA 2.0 to implement new suite of tools

\$0	\$200,000	\$100,000	\$0
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7) Training Stipends: None

8) Other: None

9) Total Direct Costs: \$300,000

10) Indirect Costs: \$2,600 \$2,600

Total Indirect Costs: \$5,200

11) Funds distributed to localities, Early Learning Intermediary Organizations, Participating Programs, or other partners through MOUs, interagency agreements, contracts, or other mechanisms authorized by State procurement laws.

12) Funds set aside for participation in grantee technical assistance

13) Total Funds Requested: \$305,200

14) Other Funds Allocated to the State Plan: Minnesota's annual kindergarten assessment is supported by state funds for \$281,000. The contribution total over the four year request cycle is \$1,124,000

15) Total Budget: \$1,429,200

### **E. Measuring Outcomes and Progress**

(E) (2) Building or enhancing and early learning data system to improve instruction, practices, services and policies.

1) Personnel: Salaries

1.0 FTE Data project manager: manage the new 3 agency data system project

\$76,671	\$76,671	\$76,671	\$76,671
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1.0 FTE Education Specialist II: data coordinator for MDE data sets

\$51,300	\$51,300	\$51,300	\$51,300
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.5 FTE ITS III: analysis of existing data

\$38,336	\$38,336	\$38,336	\$38,336
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Total Salaries: \$665,228

2) Fringe Benefits:

1.0 FTE Data project manager: manage the new 3 agency data system project

\$17,634	\$17,634	\$17,634	\$17,634
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1.0 FTE Education Specialist data coordinator for MDE data sets

\$11,799	\$11,799	\$11,799	\$11,799
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.5 FTE ITS III: analysis of existing data

\$8,818	\$8,818	\$8,818	\$8,818
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Total Fringe: \$153,004

4) Equipment: None

5) Supplies: None

6) Contractual:

Pilot of MNKEA 2.0 to implement new suite of tools

\$0	\$200,000	\$100,000	\$0
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Vendor to design and conduct analytics for Data Warehouse

\$600,000	\$600,000	\$600,000	\$600,000
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Vendor to develop data management software for Case/Child Information Management software

\$250,000	\$500,000	\$750,000	\$1,000,000
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Through a formal Request for Information (RFI) process, the Department of Education, in coordination with the Department of Human Services, will seek information about automated, real-time, customizable case management software options to offer a complete service cycle from intake to outcome for this purpose in support of continuous improvement. The system will be closely coordinated with the TQRIS database (B3). Information resulting from the RFI will be used to issue a formal Request for Proposal (RFP) to select a vendor to build a new data system that will build on the strengths of existing systems within each agency, while developing a coordinated cross-agency solution. With Early Learning Challenge funding, Minnesota will provide ELD programs serving Children with High Needs with a software solution to manage data and information, beginning in the Early Learning Challenge Target Communities.

Contractual Total: \$5,200,000

8) Other: None

9) Total Direct Costs: \$6,018,232

10) Indirect Costs:

Total Indirect Costs	\$47,748	\$47,748	\$47,748	\$47,748
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Total Indirect Costs: \$190,992

11) Funds distributed to localities, Early Learning Intermediary Organizations, Participating Programs, or other partners through MOUs, interagency agreements, contracts, or other mechanisms authorized by State procurement laws. None

12) Funds set aside for participation in grantee technical assistance

Funds set aside for participation in grantee technical assistance are identified in the lead agency budget (Minnesota Department of Education) and operated under the requirements of the inter-agency memorandum of understanding.

13) Total Funds Requested \$6,209,224

14) Other Funds Allocated to the State Plan: Some of the SLDS federal funding is allocated for linking the MDE based early learning data elements to the data warehouse that is already underway. This work will benefit and inform the development of our ELDS. We conservatively estimate this portion of SLDS to be \$100,000 per year through 2014 for a total of \$300,000.

15) Total Budget: \$6,509,224

**Priority 2: Competitive Priority—Including all Early Learning and Development Programs in the Tiered Quality Rating and Improvement System**

1) Personnel: Salaries

.5 FTE Education Specialist II-Planning and implementation for expansion of family support and parent education.

	\$25,650	\$0	\$0	\$0
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2) Fringe Benefits:

.5 FTE Education Specialist II	\$5,900	\$0	\$0	\$0
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3)Travel: None

4) Equipment: None

5) Supplies: None

6) Contractual: None

7) Training Stipends: None

8) Other: None

9) Total Direct Costs: \$31,550

10) Indirect Costs: \$6,562

11) Funds distributed to localities, Early Learning Intermediary Organizations, Participating Programs, or other partners through MOUs, interagency agreements, contracts, or other mechanisms authorized by State procurement laws.

	\$0	\$40,000	\$40,000	\$40,000
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12) Funds set aside for participation in grantee technical assistance

13) Total Funds Requested: \$158,112

14) Other Funds Allocated to the State Plan: Minnesota’s Educate Parents partnership directly supports this section by providing online universal access to assessment and screening information through MNParentsKnow. This has a state allocation of \$49,000 per year for a total contribution of \$196,000 over the four year period.

15) Total Budget: \$354,112

Project Support Management Activities

3) Travel: Mileage costs for on-site technical assistance to place-based initiatives and participating Title I school districts.

10 trips per year; average 400 miles, .55 per mile; over four years.

\$2200      \$2200      \$2200      \$2200

5) Supplies: Meeting costs, including room rental, materials, etc.

\$2000      \$2000      \$2000      \$2000

12) Funds set aside for participation in grantee technical assistance

\$100,000      \$100,000      \$100,000      \$100,000

*Participating State Agency 2: Budget Table II-1, Budget Table II-2, narrative.*

<b>Budget Table II-1: Participating State Agency (Evidence for selection criterion (A)(4)(b)) MINNESOTA DEPARTMENT OF HUMAN SERVICES</b>					
<b>Budget Category</b>	<b>Grant Year 1 (a)</b>	<b>Grant Year 2 (b)</b>	<b>Grant Year 3 (c)</b>	<b>Grant Year 4 (d)</b>	<b>Total (e)</b>
1. Personnel	107,459	384,902	384,902	384,902	<b>1,262,165</b>
2. Fringe Benefits	32,238	115,471	115,471	115,471	<b>378,651</b>
3. Travel	0	0	0	0	<b>0</b>
4. Equipment	0	0	0	0	<b>0</b>
5. Supplies	16,770	40,752	56,214	60,475	<b>174,211</b>
6. Contractual	370,000	2,157,698	3,783,265	5,063,748	<b>11,374,711</b>
7. Training Stipends	0	0	0	0	<b>0</b>
8. Other	0	0	0	0	<b>0</b>
9. Total Direct Costs (add lines 1-8)	<b>526,467</b>	<b>2,698,823</b>	<b>4,339,852</b>	<b>5,624,596</b>	<b>13,189,738</b>
10. Indirect Costs*	58,950	196,500	196,500	196,500	<b>648,450</b>

<b>Budget Table II-1: Participating State Agency</b> <b>(Evidence for selection criterion (A)(4)(b))</b> <b>MINNESOTA DEPARTMENT OF HUMAN SERVICES</b>					
<b>Budget Category</b>	<b>Grant Year 1 (a)</b>	<b>Grant Year 2 (b)</b>	<b>Grant Year 3 (c)</b>	<b>Grant Year 4 (d)</b>	<b>Total (e)</b>
11. Funds to be distributed to localities, Early Learning Intermediary Organizations, Participating Programs, and other partners	0	0	0	0	0
12. Funds set aside for participation in grantee technical assistance	0	0	0	0	0
<b>13. Total Grant Funds Requested</b> (add lines 9-12)	<b>585,417</b>	<b>2,895,323</b>	<b>4,536,352</b>	<b>5,821,096</b>	<b>13,838,188</b>
14. Funds from other sources used to support the State Plan	6,115,457	6,355,000	5,855,000	5,855,000	24,180,457
<b>15. Total Statewide Budget</b> (add lines 13-14)	<b>6,700,874</b>	<b>9,250,323</b>	<b>10,391,352</b>	<b>11,676,096</b>	<b>38,018,645</b>

<b>Participating State Agency-Level Budget Table II-2</b> <b>(Evidence for selection criterion (A)(4)(b))</b> <b>MINNESOTA DEPARTMENT OF HUMAN SERVICES: BUDGET BY PROJECT</b>					
<b>Project</b>	<b>Grant Year 1 (a)</b>	<b>Grant Year 2 (b)</b>	<b>Grant Year 3 (c)</b>	<b>Grant Year 4 (d)</b>	<b>Total (e)</b>
<b>B1, 2, 3 &amp; 5 Parent Aware TQRIS</b>	4,460,457	5,635,406	6,766,435	8,141,179	<b>25,003,477</b>
<b>B4 Access: School Readiness Scholarships</b>	0	0	0	0	<b>0</b>

<b>Participating State Agency-Level Budget Table II-2 (Evidence for selection criterion (A)(4)(b)) MINNESOTA DEPARTMENT OF HUMAN SERVICES: BUDGET BY PROJECT</b>					
<b>Project</b>	<b>Grant Year 1 (a)</b>	<b>Grant Year 2 (b)</b>	<b>Grant Year 3 (c)</b>	<b>Grant Year 4 (d)</b>	<b>Total (e)</b>
<b>B4 Access: Title I Match Grants</b>	0	0	0	0	<b>0</b>
<b>C1 Standards</b>	0	0	0	0	<b>0</b>
<b>C2 Comprehensive Assessment</b>	0	0	0	0	<b>0</b>
<b>D1 Workforce Framework</b>	50,000	90,000	50,000	50,000	<b>240,000</b>
<b>D2 Workforce Support</b>	1,975,000	3,315,000	3,365,000	3,275,000	<b>11,930,000</b>
<b>E1 Kindergarten Entry</b>	0	0	0	0	<b>0</b>
<b>E2 Data System</b>	215,417	209,917	209,917	209,917	<b>845,168</b>
<b>P2 FFN Support</b>	0	0	0	0	<b>0</b>
<b>P5 Public-Private Partnerships</b>	0	0	0	0	<b>0</b>
<b>Project Support Mangement Activities</b>	0	0	0	0	<b>0</b>
<b>Funds Set Aside for TA</b>	0	0	0	0	<b>0</b>
<b>Total Statewide Budget</b>	<b>6,700,874</b>	<b>9,250,323</b>	<b>10,391,352</b>	<b>11,676,096</b>	<b>38,018,645</b>

**BUDGET PART II – NARRATIVE****Minnesota Department of Human Services (DHS)**Year 1Year 2Year 3Year 4

## **B. High-Quality, Accountable Programs (B1, 2, 3 & 5): Parent Aware Tiered Quality Rating and Improvement System**

### 1) Personnel

DHS Lead staff (Social Services Program Consultant) position will provide policy and administrative leadership for the project, and will oversee the work of the raters.

1 FTE (delayed start)	\$0*	\$63,580	\$63,580	\$63,580
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DHS Rater (Social Services Program Advisor) position will act as the “anchor” Quality Rater, working with the lead staff person and the department leadership to help to establish updates to policies and procedures, and as they are established the ratings of the other contracted raters will be tested to determine reliability with the anchor.

1 FTE each year	\$0*	\$59,195	\$59,195	\$59,195
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DHS Database programmer (Information Technology Specialist 3) position will provide programming for databases housed within state government that are used by or linked to the TQRIS.

0.5 FTE each year	\$0*	\$39,202	\$39,202	\$39,202
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Data Project Manager (Information Systems Applications Manager) position will provide management of all aspects of the systems development work, including overseeing the work of the subcontracted database developers.

1 FTE (delayed start)	\$0*	\$115,466	\$115,466	\$115,466
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Total Personnel	\$0*	\$277,443	\$277,443	\$277,443
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\* Adjusted in first year due to contribution of other funding sources

### 2) Fringe Benefits

All fringe benefits for the personnel described above are calculated at 30% based on instructions from the Minnesota Management and Budget agency for DHS cost estimates.

	\$0	\$83,233	\$83,233	\$83,233
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### 3) Travel: None

4) Equipment:	\$0	\$0	\$0	\$0
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5) Supplies:	\$0	\$29,483	\$44,945	\$49,205
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### 6) Contractual

All contractual instruments will be governed by and implemented according to federal and state procurement procedures, including 34 CFS Parts 74.40-74.48 and Part 80.36.

**(B)(2) TQRIS Program Participation for All Publicly-Funded Early Learning and Development Programs**

Contracts to CCR&R agencies to provide recruitment and supports to participating programs and support the Parent Aware website

\$0	\$0	\$1,139,300	\$2,303,700
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**(B)(3) Rating and monitoring Early Learning and Development Programs**

Contracts for additional quality raters and to the observation organization

\$0	\$407,698	\$883,965	\$1,090,048
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**(B)(5) Validating the State's Tiered Quality Rating and Improvement System**

Contracts for Evaluation

<u>\$50,000</u>	<u>\$50,000</u>	<u>\$50,000</u>	<u>\$50,000</u>
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Contracts subtotal:	\$50,000	\$457,698	\$2,073,265	\$3,443,748
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7) Training Stipends: None

8) Other: None

9) Total Direct Costs	\$50,000	\$847,856	\$2,478,885	\$3,853,629
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10) Indirect Costs

DHS operates under a federally approved cost allocation plan as required by federal regulations contained in 45CFR 95 Subpart E which establishes requirements for the preparation, submission and approval of a State agency cost allocation plan for public assistance programs. This plan is prepared in accordance with OMB Circular A-87 and submitted for approval to the Division of Cost Allocation (DCA), Department of Health & Human Services. All DHS administrative costs, both direct and indirect, are allocated to benefiting programs/grants following the methodology contained in this plan. The current plan was approved by the DCA in a letter dated May 20, 2011. The current approved plan methodology was applied to the DHS positions identified above under "Personnel."

\$0	\$137,550	\$137,550	\$137,550
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11) Funds distributed to localities, Early Learning Intermediary Organizations, Participating Programs, or other partners through MOUs, interagency agreements, contracts, or other mechanisms authorized by State procurement laws.

No federal RTT-ELC funds will be distributed from DHS except under those activities identified above under “Contractual.”

12) Funds set aside for participation in grantee technical assistance

Funds set aside for participation in grantee technical assistance are identified in the lead agency budget (Minnesota Department of Education) and operated under the requirements of the inter-agency memorandum of understanding.

13) Total Funds Requested                      \$50,000                      \$985,406                      \$2,616,435                      \$3,991,179

14) Other Funds Allocated to the State Plan

CCDF Quality Set-Aside and Targeted Funds will be re-directed for the following activities:

**(B)(2) TQRIS Program Participation for All Publicly-Funded Early Learning and**

**Development Programs:** The CCR&R system, the Minnesota Tribal Resources for Early Childhood and Care, and the coordinating CCR&R entity (Minnesota CCR&R Network) will be contracted to support the TQRIS to carry out the following: Train and coordinate the TQRIS Quality Coaches housed at the CCR&R agencies; support the Building Quality process; provide quality improvement supports; continue the Parent Aware website; update brochures and parent referral and education materials; and provide phone consultation to parents searching for child care.

Contracts to CCR&R agencies to provide recruitment and supports to participating programs and support the Parent Aware website using CCDF Quality Set-Aside funds

\$1,045,000      \$2,052,700      \$2,500,000      \$2,500,000

**(B)(3) Rating and monitoring Early Learning and Development Programs:** An observation organization will be supported with CCDF Quality Set-Aside funds, supplemented by RTT funds, to provide quality assurance monitoring for the TQRIS; collaboratively train the Quality Coaches, in coordination with the CCR&R coordinating entity; and provide observations needed in the rating process.

Contracts for additional quality raters and to the observation organization using CCDF Quality Set-Aside funds                      \$1,215,457                      \$447,300                      \$0                      \$0

Private funder support for these activities include (for more detail, see Priority 5 narrative:

The Greater Twin Cities United Way (GTCUW) will direct private funds to ensure that its investments in the Twin Cities Metropolitan Area supplement the Accreditation Facilitation Project and the Building Quality process and are aligned closely with the Parent Aware program. GTCUW will also provide support for the TQRIS evaluation.

Parent Aware for School Readiness (PASR) is a private, nonprofit organization focused on using private sector strategies to improve school readiness in Minnesota. PASR will raise and direct funding from the private sector to continue ad campaigns promoting the TQRIS, continue the business developed website [www.IsYourChildReady.com](http://www.IsYourChildReady.com) to help parents track their children's readiness for school, and supplement funding for the TQRIS evaluation.

**(B)(2) TQRIS Program Participation for All Publicly-Funded Early Learning /Develop Programs**

Contracts for CCR&R Parent Aware funded from Private Funders

\$1,250,000	\$1,250,000	\$750,000	\$750,000
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**(B)(3)(b) Providing quality rating and licensing information to parents**

Contracts for Marketing funded from Private Funders

\$500,000	\$500,000	\$500,000	\$500,000
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**(B)(5) Validating the State's Tiered Quality Rating and Improvement System**

Contracts for Evaluation funded from Private Funders

<u>\$400,000</u>	<u>\$400,000</u>	<u>\$400,000</u>	<u>\$400,000</u>
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Other funds subtotal:	\$4,410,457	\$4,650,000	\$4,150,000	\$4,150,000
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15) Total Budget	\$4,460,457	\$5,635,406	\$6,766,435	\$8,141,179
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**D. A Great Early Childhood Education Workforce**

- 1) Personnel: None
- 2) Fringe Benefits: None
- 3) Travel: None

- 4) Equipment: None  
 5) Supplies: None  
 6) Contractual

All contractual instruments will be governed by and implemented according to federal and state procurement procedures, including 34 CFS Parts 74.40-74.48 and Part 80.36.

**(D)(1) Developing Workforce Knowledge and Competency Framework and a progression of credentials:** Workforce Framework:

\$40,000 in 2nd year for professional/technical contract for development of two core competency companion guides      \$0      \$40,000      \$0      \$0

**(D)(2) Supporting Early Childhood Educators: Workforce Support:**

Contracts through DHS with MN CCR&R Network for:

Free QRIS training for Early Childhood Educators enrolled in Building Quality and Parent Aware

\$50,000      \$850,000      \$850,000      \$850,000

Higher Education scholarships for Early Childhood Educators

\$0      \$400,000      \$400,000      \$400,000

Low cost training for MNCCC

\$0      \$135,000      \$135,000      \$135,000

Contracts through DHS with other entities for:

Coaching on serving children with special needs

\$110,000      \$160,000      \$210,000      \$210,000

Development of career guidance website

\$85,000      \$0      \$0      \$0

Increased capacity to process Professional Development Registry

\$50,000      \$50,000      \$50,000      \$0

Registry technology improvements and linkage to State Training and Registry System

\$0      \$40,000      \$40,000      \$0

Reporting on Workforce Support progress

\$25,000      \$25,000      \$25,000      \$25,000

D2 Contract subtotal:	\$320,000	\$1,660,000	\$1,710,000	\$1,620,000
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7) Training Stipends: None

8) Other: None

9) Total Direct Costs	\$320,000	\$1,700,000	\$1,710,000	\$1,620,000
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10) Indirect Costs: None for this section

11) Funds distributed to localities, Early Learning Intermediary Organizations, Participating Programs, or other partners through MOUs, interagency agreements, contracts, or other mechanisms authorized by State procurement laws.

No federal RTT-ELC funds will be distributed from DHS except under those activities identified above under "Contractual".

12) Funds set aside for participation in grantee technical assistance

Funds set aside for participation in grantee technical assistance are identified in the lead agency budget (Minnesota Department of Education) and operated under the requirements of the inter-agency memorandum of understanding.

13) Total Funds Requested	\$320,000	\$1,700,000	\$1,710,000	\$1,620,000
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14) Other Funds Allocated to the State Plan:

CCDF Quality Set-Aside and Targeted Funds will be directed to the following activities in support of the State Plan:

**(D)(1) Developing a Workforce Knowledge and Competency Framework and Progression of Credentials**

Grant contract funding for the Minnesota Center for Professional Development will include support for making needed changes to the Minnesota Professional Development Registry and Career Lattice as a result of activities in the State Plan.

	\$50,000	\$50,000	\$50,000	\$50,000
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**(D)(2) Supporting Early Childhood Educators in Improving Their Knowledge, Skills and Abilities:**

Grant contracts with the Minnesota Center for Professional Development, CCR&R system agencies, Minnesota Tribal Resources for Early Childhood and Care, the Early Childhood Resource and Training Center, the Center for Inclusive Child Care, and the Center for Early

Education and Development at the University of Minnesota will include support for all necessary revision, alignment and delivery of programs and services in support of the activities in the State Plan. These programs and services include the Minnesota Child Care Credential; the statewide training and trainer approval system; TEACH and the Child Development Associate Credential scholarship programs; other training, technical assistance and coaching; and the Minnesota Professional Development Registry.

	\$1,655,000	\$1,655,000	\$1,655,000	\$1,655,000
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15) Total Budget

Subtotal for D1:	\$50,000	\$90,000	\$50,000	\$50,000
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Subtotal for D2:	<u>\$1,975,000</u>	<u>\$3,315,000</u>	<u>\$3,365,000</u>	<u>\$3,275,000</u>
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	\$2,025,000	\$3,405,000	\$3,415,000	\$3,325,000
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## E. Measuring Outcomes and Progress

### (E)(2) Building or enhancing an early learning data system

1) Personnel:

DHS Systems Management (Information Technology Specialist 3) position will work on the programming and other software development tasks for including DHS early childhood data in the early learning system data warehouse.

0.5 FTE	\$39,202	\$39,202	\$39,202	\$39,202
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DHS Systems Business Analyst (State Program Administration Principal) position will coordinate with the business analysts at the partner agencies to ensure the data system architecture aligns with DHS data systems and will coordinate obtaining data from DHS data systems, define data transfer protocols and formats, as well as set and drive timelines so that DHS data can be effectively transferred and linked in the data warehouse.

1.0 FTE	<u>\$68,257</u>	<u>\$68,257</u>	<u>\$68,257</u>	<u>\$68,257</u>
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Total Personnel	\$107,459	\$107,459	\$107,459	\$107,459
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2) Fringe Benefits:

All fringe benefits for the personnel described above are calculated at 30% based on instructions from the Minnesota Management and Budget agency for DHS cost estimates.

	\$32,238	\$32,238	\$32,238	\$32,238
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3) Travel: None				
4) Equipment: None				
5) Supplies:	\$16,770	\$11,270	\$11,270	\$11,270
6) Contractual: None				
7) Training Stipends: None				
8) Other: None				
9) Total Direct Costs	\$156,467	\$150,967	\$150,967	\$150,967
10) Indirect Costs:				

DHS operates under a federally approved cost allocation plan as required by federal regulations contained in 45CFR 95 Subpart E which establishes requirements for the preparation, submission and approval of a State agency cost allocation plan for public assistance programs. This plan is prepared in accordance with OMB Circular A-87 and submitted for approval to the Division of Cost Allocation (DCA), Department of Health & Human Services. All DHS administrative costs, both direct and indirect, are allocated to benefiting programs/grants following the methodology contained in this plan. The current plan was approved by the DCA in a letter dated May 20, 2011. The current approved plan methodology was applied to the DHS positions

identified above under "Personnel." \$58,950 \$58,950 \$58,950 \$58,950

11) Funds distributed to localities, Early Learning Intermediary Organizations, Participating Programs, or other partners through MOUs, interagency agreements, contracts, or other mechanisms authorized by State procurement laws. None

12) Funds set aside for participation in grantee technical assistance

Funds set aside for participation in grantee technical assistance are identified in the lead agency budget (Minnesota Department of Education) and operated under the requirements of the inter-agency memorandum of understanding.

13) Total Funds Requested	\$215,417	\$209,917	\$209,917	\$209,917
14) Other Funds Allocated to the State Plan: None				
15) Total Budget	\$215,417	\$209,917	\$209,917	\$209,917

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**DHS Agency Budget across Projects**

Total Grant Funds Requested:	\$585,417	\$2,895,323	\$4,536,352	\$5,821,096
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Funds from other sources:	\$6,115,457	\$6,355,000	\$5,855,000	\$5,855,000
Total Statewide Budget:	\$6,700,874	\$9,250,323	\$10,391,352	\$11,676,096

***Participating State Agency 3: Budget Table II-1, Budget Table II-2, narrative.***

<b>Budget Table II-1: Participating State Agency (Evidence for selection criterion (A)(4)(b)) MINNESOTA DEPARTMENT OF HEALTH</b>					
<b>Budget Category</b>	<b>Grant Year 1 (a)</b>	<b>Grant Year 2 (b)</b>	<b>Grant Year 3 (c)</b>	<b>Grant Year 4 (d)</b>	<b>Total (e)</b>
1. Personnel	178,244	178,244	97,125	97,125	<b>550,738</b>
2. Fringe Benefits	56,682	56,682	30,886	30,886	<b>175,136</b>
3. Travel	8,000	6,000	0	0	<b>14,000</b>
4. Equipment	3,800	0	0	0	<b>3,800</b>
5. Supplies	6,250	6,250	3,750	3,750	<b>20,000</b>
6. Contractual	16,500	16,500	0	0	<b>33,000</b>
7. Training Stipends	1,000	0	0	0	<b>1,000</b>
8. Other	3,183	3,183	2,122	2,122	<b>10,610</b>
<b>9. Total Direct Costs (add lines 1-8)</b>	<b>273,659</b>	<b>266,859</b>	<b>133,883</b>	<b>133,883</b>	<b>808,284</b>
10. Indirect Costs*	65,404	63,778	31,998	31,998	<b>193,178</b>
11. Funds to be distributed to localities, Early Learning Intermediary Organizations, Participating Programs, and other partners	0	0	0	0	<b>0</b>
12. Funds set aside for participation in grantee technical assistance	0	0	0	0	<b>0</b>

<b>Budget Table II-1: Participating State Agency</b> (Evidence for selection criterion (A)(4)(b)) <b>MINNESOTA DEPARTMENT OF HEALTH</b>					
<b>Budget Category</b>	<b>Grant Year 1 (a)</b>	<b>Grant Year 2 (b)</b>	<b>Grant Year 3 (c)</b>	<b>Grant Year 4 (d)</b>	<b>Total (e)</b>
<b>13. Total Grant Funds Requested</b> (add lines 9-12)	<b>339,063</b>	<b>330,637</b>	<b>165,881</b>	<b>165,881</b>	<b>1,001,462</b>
14. Funds from other sources used to support the State Plan	470,000	470,000	470,000	0	<b>1,410,000</b>
<b>15. Total Statewide Budget</b> (add lines 13-14)	<b>809,063</b>	<b>800,637</b>	<b>635,881</b>	<b>165,881</b>	<b>2,411,462</b>

<b>Participating State Agency-Level Budget Table II-2</b> (Evidence for selection criterion (A)(4)(b)) <b>MINNESOTA DEPARTMENT OF HUMAN SERVICES: BUDGET BY PROJECT</b>					
<b>Project</b>	<b>Grant Year 1 (a)</b>	<b>Grant Year 2 (b)</b>	<b>Grant Year 3 (c)</b>	<b>Grant Year 4 (d)</b>	<b>Total (e)</b>
<b>B1, 2, 3 &amp; 5 Parent Aware TQRIS</b>	170,456	164,756	0	0	<b>335,212</b>
<b>B4 Access: School Readiness Scholarships</b>	470,000	470,000	470,000	0	<b>1,410,000</b>
<b>B4 Access: Title I Match Grants</b>	0	0	0	0	<b>0</b>
<b>C1 Standards</b>	0	0	0	0	<b>0</b>
<b>C2 Comprehensive Assessment</b>	0	0	0	0	<b>0</b>
<b>D1 Workforce Framework</b>	0	0	0	0	<b>0</b>
<b>D2 Workforce Support</b>	0	0	0	0	<b>0</b>
<b>E1 Kindergarten Entry</b>	0	0	0	0	<b>0</b>
<b>E2 Data System</b>	168,607	165,881	165,881	165,881	<b>666,250</b>

<b>Participating State Agency-Level Budget Table II-2</b> (Evidence for selection criterion (A)(4)(b)) <b>MINNESOTA DEPARTMENT OF HUMAN SERVICES: BUDGET BY PROJECT</b>					
<b>Project</b>	<b>Grant Year 1 (a)</b>	<b>Grant Year 2 (b)</b>	<b>Grant Year 3 (c)</b>	<b>Grant Year 4 (d)</b>	<b>Total (e)</b>
<b>P2 FFN Support</b>	0	0	0	0	0
<b>P5 Public-Private Partnerships</b>	0	0	0	0	0
<b>Project Support Mangement Activities</b>	0	0	0	0	0
<b>Funds Set Aside for TA</b>	0	0	0	0	0
<b>Total Statewide Budget</b>	<b>809,063</b>	<b>800,637</b>	<b>635,881</b>	<b>165,881</b>	<b>2,411,462</b>

**BUDGET PART II – NARRATIVE**

**Minnesota Department of Health**

Year 1      Year 2      Year 3      Year 4

**B. High-Quality, Accountable Programs (B1, 2, 3 & 5): Parent Aware Tiered Quality Rating and Improvement System**

1) Personnel:

MDH Child Care Health Consultant (Public Health Nurse Advisor Sr.) position will provide training/technical assistance and administrative leadership for building the infrastructure of the CCHC network, and will oversee the work of the contracted health consultants.

1.0 FTE	\$81,119	\$81,119	\$0	\$0
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All fringe benefits for the personnel described above are calculated at 31.8% based on instructions from the Minnesota Management and Budget agency for MDH cost estimates.

	\$ 25,796	\$ 25,796	\$0	\$0
3) Travel:	\$ 8,000	\$ 6,000		
4) Equipment (computer):	\$ 1,600			
5) Supplies:	\$ 2,500	\$ 2,500		
6) Contracts:	\$ 16,500	\$ 16,500		
Contracts to three regional (White Earth, Minneapolis, St Paul, and Itasca county) to provide training /technical assistance to early care and education settings/providers.				
7) Training Stipends:	\$ 1,000			
Training Cost for the State Child Care Health Consultant to attend national train the trainer CCHC training in North Carolina.				
8) Other (IT support fee):	\$ 1,061	\$ 1,061		
9) Total Direct Costs:	\$137,576	\$132,976	\$0	\$0
10) Indirect Costs (23.9%):	\$ 32,880	\$ 31,780	\$0	\$0
11) Funds distributed to localities, Early Learning Intermediary Organizations, Participating Programs, or other partners through MOUs, interagency agreements, contracts, or other mechanisms authorized by State procurement laws: None				
12) Funds set aside for participation in grantee technical assistance: None				
13) Total Funds Requested:	\$170,456	\$164,756	\$0	\$0

14) Other Funds Allocated to the State Plan: None

15) Total Budget:	\$640,456	\$634,756	\$470,000	\$0
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**B. Promoting Access to high-quality ELD Programs for Children with High Needs (B4):  
School Readiness Scholarships**

14) Other Funds Allocated to the State Plan: Funds for the MIECHV program.

	\$470,000	\$470,000	\$470,000	\$0
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MIECHV home visiting funds will be used to support outreach to connect Children with High Needs to high quality ELD Programs in some of the ELC Target Communities.

**E. Measuring Outcomes and Progress**

**(E)(2) Building or enhancing an early learning data system**

1) Personnel:

MDH Systems Management (Information Technology Specialist 3) position will work on the programming and other software development tasks for including MDH early childhood data in the early learning system data warehouse.

0.5 FTE	\$34,875	\$34,875	\$34,875	\$34,875
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MDH Systems Business Analyst (State Program Administration Principal) position will coordinate with the business analysts at the partner agencies to ensure the data system architecture aligns with MDH data systems and will coordinate obtaining data from MDH data systems, define data transfer protocols and formats, as well as set and drive timelines so that MDH data can be effectively transferred and linked in the data warehouse.

1.0 FTE	<u>\$62,250</u>	<u>\$62,250</u>	<u>\$62,250</u>	<u>\$62,250</u>
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Total Personnel	\$97,125	\$97,125	\$97,125	\$97,125
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2) Fringe Benefits:

All fringe benefits for the personnel described above are calculated at 31.8% based on instructions from the Minnesota Management and Budget agency for MDH cost estimates.

	\$ 30,886	\$ 30,886	\$ 30,886	\$ 30,886
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3) Travel: None

4) Equipment: (Computer)	\$ 2,200			
5) Supplies:	\$ 3,750	\$ 3,750	\$ 3,750	\$ 3,750
6) Contractual: None				
7) Training Stipends: None				
8) Other (IT support fee):	\$ 2,122	\$ 2,122	\$ 2,122	\$ 2,122
9) Total Direct Costs:	\$136,083	\$133,883	\$133,883	\$ 133,883
10) Indirect Costs (23.9%):	\$ 32,524	\$ 31,998	\$ 31,998	\$ 31,998
11) Funds distributed to localities, Early Learning Intermediary Organizations, Participating Programs, or other partners through MOUs, interagency agreements, contracts, or other mechanisms authorized by State procurement laws. None				
12) Funds set aside for participation in grantee technical assistance: None				
13) Total Funds Requested	\$168,607	\$165,881	\$165,881	\$165,881
14) Other Funds Allocated to the State Plan: None				
15) Total Budget	\$168,607	\$165,881	\$165,881	\$165,881

**MDH Agency Budget across Projects**

Total Grant Funds Requested:	\$339,063	\$330,637	\$165,881	\$165,881
Funds from Other Sources:	\$470,000	\$470,000	\$470,000	\$0
Total Statewide Budget:	\$959,063	\$800,637	\$635,881	\$165,881

**BUDGET: INDIRECT COST INFORMATION**

To request reimbursement for indirect costs, please answer the following questions:

MINNESOTA DEPARTMENT OF EDUCATION	
Does the State have an Indirect Cost Rate Agreement approved by the Federal government?	
YES	<input checked="" type="radio"/> [See narrative below.]
NO	<input type="radio"/>
If yes to question 1, please provide the following information:	
Period Covered by the Indirect Cost Rate Agreement (mm/dd/yyyy):	
From: <u>7</u> / <u>1</u> / <u>2011</u>	To: <u>6/30/2012</u>
Approving Federal agency: <input checked="" type="checkbox"/> ED <input checked="" type="checkbox"/> HHS <input type="checkbox"/> Other	
<i>(Please specify agency):</i>	

MINNESOTA DEPARTMENT OF HUMAN SERVICES	
Does the State have an Indirect Cost Rate Agreement approved by the Federal government?	
YES	<input checked="" type="radio"/> [See narrative below.]
NO	<input type="radio"/>
If yes to question 1, please provide the following information:	
Period Covered by the Indirect Cost Rate Agreement (mm/dd/yyyy):	
From: <u>7</u> / <u>1</u> / <u>2010</u>	To: <u>Continuous pending any organizational changes or legislative or regulatory changes that would require amendment of the plan.</u>
Approving Federal agency: <input type="checkbox"/> ED <input checked="" type="checkbox"/> HHS <input type="checkbox"/> Other	
<i>(Please specify agency):</i> <u>The Minnesota Department of Human Services (DHS) does not have a negotiated indirect cost rate. DHS operates under a federally approved cost allocation plan as required by federal regulations contained in 45CFR 95 Subpart E which establishes requirements for the preparation, submission and approval of a State agency cost allocation plan for public assistance programs. This plan is prepared in</u>	

accordance with OMB Circular A-87 and submitted for approval to the Division of Cost Allocation (DCA), Department of Health & Human Services. All DHS administrative costs, both direct and indirect, are allocated to benefiting programs/grants following the methodology contained in this plan. The current plan was approved by the DCA in a letter dated May 20, 2011.

MINNESOTA DEPARTMENT OF HEALTH

Does the State have an Indirect Cost Rate Agreement approved by the Federal government?

YES  [See narrative below.]  
NO

If yes to question 1, please provide the following information:

Period Covered by the Indirect Cost Rate Agreement (mm/dd/yyyy):

From: 7/1/2011

To: 6/30/2012.

Approving Federal agency:  ED  HHS  Other

(Please specify agency): U.S. Department of Health and Human Services

Directions for this form:

1. Indicate whether or not the State has an Indirect Cost Rate Agreement that was approved by the Federal government.
2. If “No” is checked, the Departments generally will authorize grantees to use a temporary rate of 10 percent of budgeted salaries and wages subject to the following limitations:
  - (a) The grantee must submit an indirect cost proposal to its cognizant agency within 90 days after the grant award notification is issued; and
  - (b) If after the 90-day period, the grantee has not submitted an indirect cost proposal to its cognizant agency, the grantee may not charge its grant for indirect costs until it has negotiated an indirect cost rate agreement with its cognizant agency.

If “Yes” is checked, indicate the beginning and ending dates covered by the Indirect Cost Rate Agreement. In addition, indicate whether ED, HHS, or another Federal agency (Other) issued the approved agreement. If “Other” was checked, specify the name of the agency that issued the approved agreement.