



# **LISTENING SESSION – Draft Tribal Early Childhood Facilities Combined Application Guide**

---

JANUARY 11, 2024

# Introductions

---



**CAPT Tala Hooban**  
Office of Head Start



**Maggie Quinn**  
Office of Child Care



**Moushumi Beltangady**  
Office of Early Childhood  
Development



**Todd Lertjuntharangool**  
Office of Head Start



**Lisa Fergus**  
Office of Child Care

# Welcome from Office of Child Care and Office of Head Start

---

# Agenda

---

Purpose and Background of Combined Facilities Application Guide

Brief Overview of the Draft Application Guide

Listening Session

Resources and Next Steps

# Purpose and Background

---

DRAFT TRIBAL EARLY CHILDHOOD FACILITIES COMBINED  
APPLICATION GUIDE



# Executive Order on Increasing Access to High-Quality Care and Supporting Caregivers

## HIGHLIGHTS

- Reducing child care costs for families
- Making Head Start and child care more accessible
- Improved wages and benefits for Head Start staff
- Increasing rates for child care
- Improved access to mental health supports for workforce
- Streamlined process for tribal facilities application and approval



# Background

---

Both Head Start and Tribal Child Care and Development Fund resources can be used to support facility construction and major renovation activities

Tribes have indicated the processes for applying and receiving approval for facility projects is cumbersome for both programs

The different processes used by Office of Child Care and Office of Head Start makes it challenging for Tribes to implement projects that are jointly funded

The Executive Order states that “The Secretary of Health and Human Services shall take steps to streamline processes for Tribes to use [Child Care and Development Fund] and Head Start funding to construct and improve facilities, including facilities that are jointly funded.”



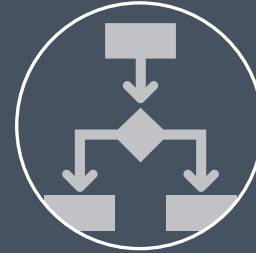
# Alignment Across Tribal Facilities Projects



Proposed Tribal CCDF and AIAN Head Start facilities projects often touch children served by Head Start and CCDF



Similar (but not identical, currently) required application content



Similar (but not identical, currently) ACF review and approval processes

Ensure federal interest and real property requirements are met, while minimizing red tape and burden to expand access to high-quality early care and education facilities.





# Key Requirements By Program

---

## Child Care and Development Fund

Formula grant

Tribes set aside funds already appropriated for facilities projects

Purchasing land or facilities not allowable



## Head Start

Discretionary grant

Tribes must request one-time funds for facilities projects

Facility purchase allowed



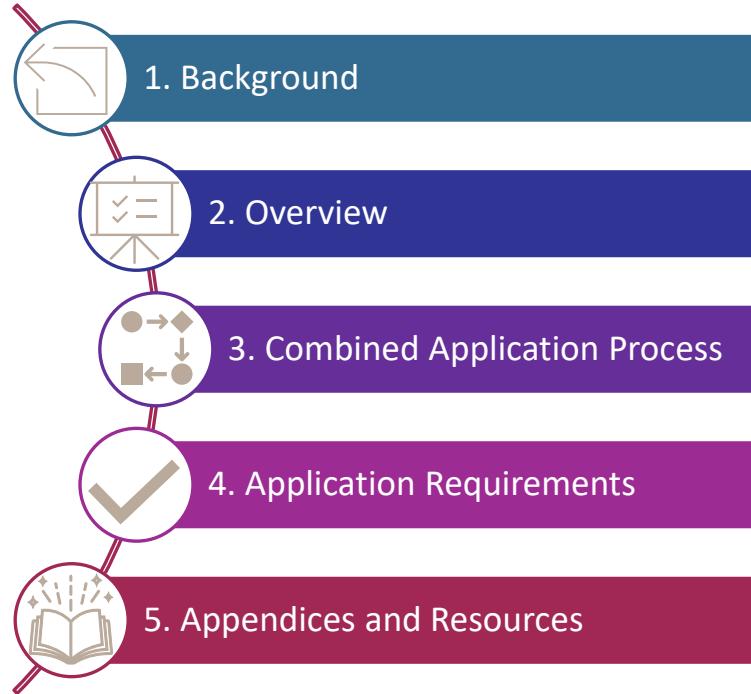
# Draft Combined Application Guide

---

SUMMARY OF KEY CONTENT

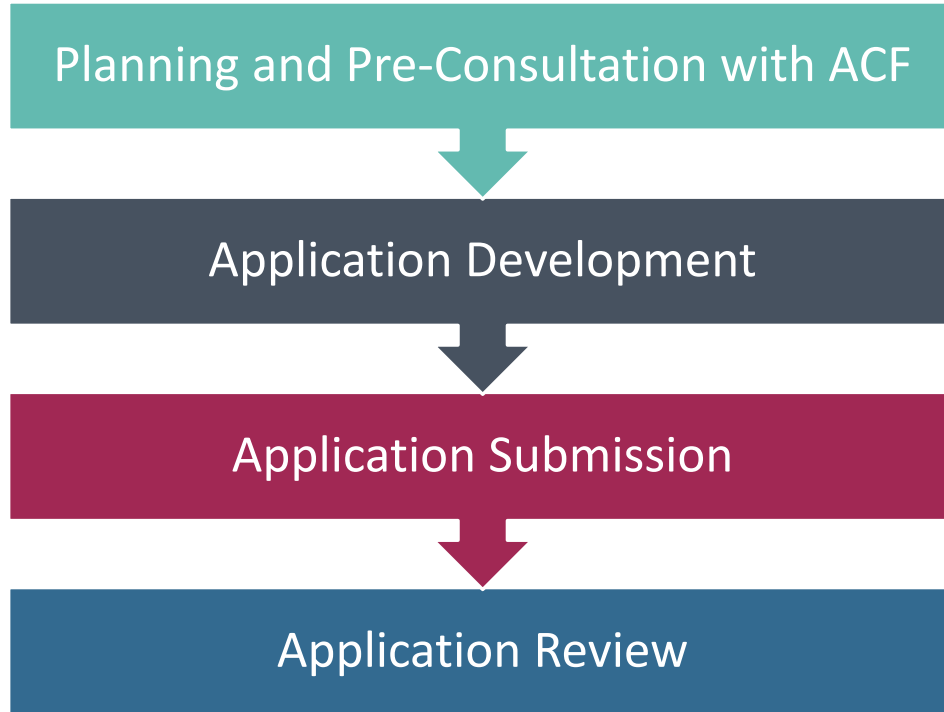
# Draft Application Guide Content and Flow

---



# Draft Combined Application Process

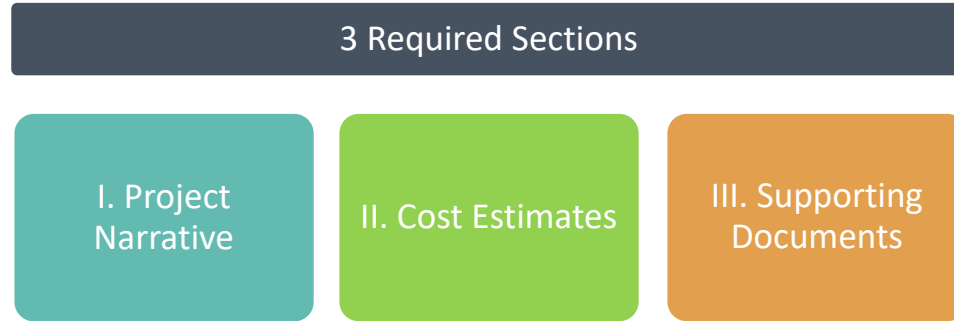
---



- ✓ **Head Start** recipients may submit a written request for one-time funding for planning costs or use available grant funds.
- ✓ **CCDF lead agencies** may use a portion of set aside funds for planning purposes.

# Draft Application Development and Submission

---



- The application requirements align with the current requirements for:
  - Tribal CCDF Program Instruction (*CCDF-ACF-PI-2023-01*), and
  - Head Start Program Performance Standards 45 CFR §1303.44 (a)(1).
- Applicable to direct-funded CCDF grant recipients, and CCDF recipients with CCDF funds consolidated into an approved Public Law 102-477 Plan.
- *(If applicable)* Response to Appendix 1 – Modular Unit Instructions

# Snapshot of Draft Required Application Content

## I. Project Narrative

1. Recipient Name and Contact Information
2. Need for Facility
3. Impact of Facility on Enrollment and Service Provision
4. Facility Location Description
5. Proposed Facility Description – General
6. Proposed Facility Description – Supporting Health, Safety, and Development
7. Collaboration and Coordination
8. Project Timeline and Oversight

## II. Cost Estimates

1. Cost Estimates and Financing
2. Cost Comparison

## III. Supporting Documents

- ✓ Signed Cover Letter
- ✓ SF-429 Real Property Status Report
- ✓ Realtor statement on lack of facilities
- ✓ Certification of facility safety from licensed professional
- ✓ Proof of ownership
- ✓ Copy of easement, right of way, or land lease
- ✓ (For leased properties) Written permission from owner/ landlord/ lessor allowing the proposed renovation + copy of lease agreement
- ✓ Architectural design
- ✓ Estimate of facility's fair market value after proposed facilities project
- ✓ Lender statement of compliance with 1303.49 Protection of federal interest in mortgage agreements
- ✓ Loan terms and details
- ✓ Environmental assessment
- ✓ Cost estimate supporting documentation

# Listening Session

---

SOLICITING YOUR INPUT

# Draft Guide Feedback

---

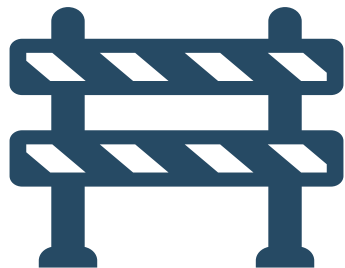


What feedback do you  
have on the current draft  
of the **Combined  
Application Guide?**



# Identifying Barriers

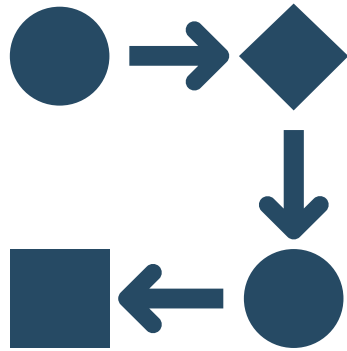
---



What are the **current barriers** to building a facility jointly funded by Head Start and CCDF?

# Current Processes

---



Do you have any feedback for OHS and OCC on the current **application submission, review, and approval processes** for construction and major renovation projects?

# Technical Assistance

---



What supports and resources (TA) would be helpful to support a combined facilities project?

# General Feedback

---



What general feedback  
do you have for us on  
current facilities  
processes?

# Engagement Process

---



Do you have any feedback about how ACF has engaged with you on this new, draft process?

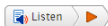


## Submitting Public Comments

---

- Federal Register Notice was published November 30, 2023
- ACF solicits public comments and feedback on the *Draft Tribal Early Childhood Facilities Combined Application Guide*
- Request a copy of the draft Guide, and submit your comments to [infocollection@acf.hhs.gov](mailto:infocollection@acf.hhs.gov).
- Please submit comments by **January 29, 2024**

## Strategy Resources to Support Access to Safe and Healthy Early Care and Education Facilities



The Administration for Children and Families (ACF) is committed to building an early childhood system that supports children's outcomes for health and safety. The physical environment of an ECE program can significantly impact the quality of the services provided there, as well as the number of children that can be served in an ECE program. Therefore, ACF aims to share resources, information, and guidance to support the construction and maintenance of high-quality spaces and facilities that support children's learning and development in order to help ECE programs meet this critical need.

### Strategy Resources to Support Access to Safe and Healthy Early Care and Education (ECE) Facilities

Click on a tile to find content-specific resources for states, tribes, territories, and local programs.



#### Addressing Lead in ECE Settings

Explore [resources](#) and examples to support programs to prevent exposure to lead in ECE programs.



#### Funding Sources to Address Lead in Water

Explore available funding [sources](#) to address and remediate sources of lead in ECE settings and prevent exposure to lead.



#### Tribal Early Childhood Facilities

Explore available [resources](#) to support the purchase, construction, or renovation of ECE facilities in tribal communities.

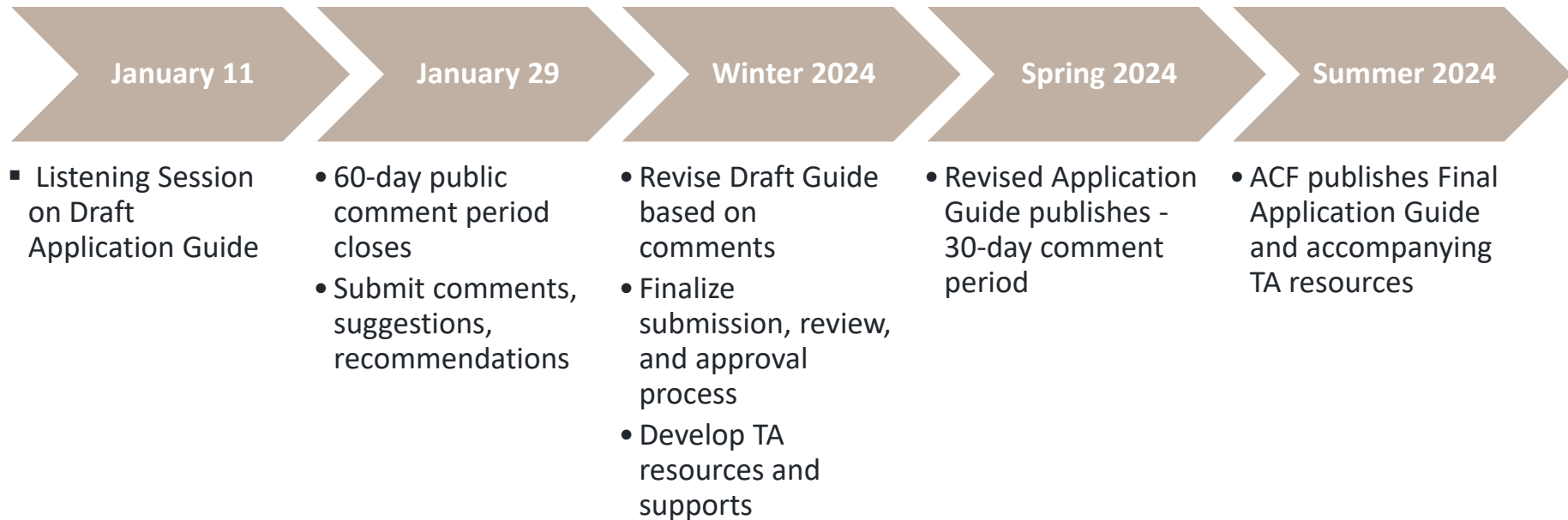


# Tribal Early Childhood Facilities Resources

<https://www.acf.hhs.gov/ecd/tribal-early-childhood-facilities>

# Next Steps

---





# Thank you!

[www.acf.hhs.gov/ecd](http://www.acf.hhs.gov/ecd)

[www.acf.hhs.gov/ohs](http://www.acf.hhs.gov/ohs)

[www.acf.hhs.gov/occ](http://www.acf.hhs.gov/occ)