



**Alabama Department of Children's Affairs
Home Instruction for Parents of Preschool Youngsters (HIPPY) Program
Continuation of Funds Request
2015-2016**

Eligible Applicants: Existing HIPPY programs are eligible to apply for continuation grant funding.

All applications are to be submitted to the Alabama Department of Children's Affairs (DCA) using the online Foundant Grant Management System:

https://www.grantinterface.com/Application/BaseForm.aspx?eqs=ApVvmgXCk2Xs9VuqJK32bPcFHe42cxPFvbxkEPtKYA PwiSDUO3TMfrgoCbNtlhugApKhgKHH_sY1

Please answer the questions in the grant application carefully and upload all documents requested. The program may choose one or more of the following models:

1. **HIPPY (Home Instruction for Parents of Preschool Youngsters)** The ultimate goal of the HIPPY program is to support parents in their role as their child's first and most important teacher. Local programs are structured to adhere to the guidelines set forth by HIPPY USA, the nationally based program. HIPPY USA utilizes a literacy rich curriculum that includes role play as a method of teaching. Each program is staffed by home visitors from the community, and supervised by program directors or coordinators. Home visits are interspersed with monthly group meetings. HIPPY serves families with children ranging in age from three, four and five years old.
2. **PAT (PARENTS AS TEACHERS)** is a home visiting program, with an evidence-based curriculum and topic specific resources directed toward the development of successful families. Emphasis is placed on improving parenting techniques, early detection of developmental delays, health issues and school readiness. Families can participate in PAT beginning with pregnancy and remain enrolled in the program until the child enters kindergarten. Monthly group meetings are also an essential element of the PAT model. The PAT model requires parent educators to have a high school degree and 2 years of supervised work experience with young children and parents. A bachelor's degree in early childhood, human services or a related field is preferred.
3. **HIPPY and PAT** This grant year, programs will be allowed the flexibility of choosing one or more of the above models. In so doing, the applicant must prove its ability to deliver the expected services and provide sufficient justification of need for said services.

Funds Available: Applicants should request funding for the FY2015-2016 in this grant submission. Funds are contingent upon the amount allocated in the 2015-2016 ETF Budget as voted on by the Alabama Legislature.

Eligible Applicants:

- Applicants must have the capability to implement, or expand to, one or more of the evidenced based home visiting models described above.
- Applicants must have the capability to serve at risk populations within the State of Alabama.
- Applicants must be able to implement the proposed model(s) and begin service delivery as soon as possible and no later than October 1, 2015.
- Applicants must be willing to strictly comply with each and every contractual assurance set forth in the assurance documentation herein.
- Applicants must be willing to strictly comply with each and every financial requirement set forth in the budget documentation herein.

- Applicants must have the capability to collect and process data required by DCA through its data partner, ETO Software Solutions. This information must be collected and reported according to the strict data collection schedule set by ETO.

Submission Date:

To be considered for funding, applications must be received electronically by the DCA through the Foundant Grant Management System no later than July 1, 2015. The anticipated start date for grants awarded under this announcement is October 1, 2015.

Technical Assistance:

Technical assistance for application process will be provided by DCA personnel as requested.

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Alabama Department of Children's Affairs

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PROGRAM ASSURANCES

FY 2015-2016

Place a checkmark in the box to indicate that the program, through the chief financial officer and superintendent, agrees to comply with the statements:

- The applicant agrees to keep such records and provide such information to the Alabama Department of Children's Affairs (DCA) as reasonable and as may be required for fiscal audit and program evaluation.
- The First Teacher program will be operated in a safe and easily accessible facility.
- All reports and assessments, including pre- and post-test PPVT results, will be completed and submitted in a timely manner in accordance with directives from the DCA.
- If applicable, the applicant gives permission for HIPPI USA to share SAVI, Stellar Identification Forms, and any other annual program reports with the DCA.
- The applicant, if funded, will utilize fiscal accounting, disbursement, and auditing procedures consistent with local policies and DCA requirements.
- The proposed program will be developed, and will be carried out, in active collaboration with community partners.
- Employees paid by state First Teacher funds will not be used for any purpose other than to carry out the specific programs set forth in the proposal based on the full or proportionate salary and time worked.
- Employees will be reimbursed for all travel costs according to program specific guidelines.
- The community will be given notice of intent to submit an application for First Teacher funds and that the application and any waiver requests will be available for public review after submission of the application.
- The applicant has authority under Alabama state law to perform the function of the First Teacher program; to submit the application; and to receive, hold, and disburse state funds made available under the application.
- Funds will be expended according to the purpose and intent for which they were designated by the LEA application for funds.
- This application will serve as the basis for local operation and administration of the program.
- The applicant communicates and enforces rules and regulations of student and employee conduct related illicit drug use, including anabolic steroids, and unlawful possession and distribution of these drugs. The applicant will further clearly communicate sanctions and provide information to employees about available resources for those in need of such information.

- Procedures are developed for storing and administering approved and/or required medications and/or first aid to students.
- All records to support accountability for capital equipment items acquired under this program will be maintained and equipment inventories will be furnished as required.
- Applicant will comply with the applicable Office of Management and Budget Circulars regarding cost.
- Applicant will provide coordination between the First Teacher program and resources in the targeted community, especially with regard to health, mental health, early child development, substance abuse, domestic violence prevention, child maltreatment prevention, child welfare, education and other social and health sciences.
- Applicant must provide ongoing and model specific training to all staff. Staff will be required to attend professional development provided by the DCA.
- Applicant will comply with Title VI of the Civil Rights Act of 1964 (Public Law 88-352) and all regulations issued by the Department of Education, pursuant to the chapter, to the end that no person in the U.S. shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity for which the applicant received federal financial assistance.

Signature of Chief Financial Officer

Date

Signature of Superintendent

Date