

GRANT APPLICATION COVER PAGE (Attachment A)

Name of Applicant Organization: Mills County Public Health

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Glenwood, IA 51534

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Contact Person: Kim Frink

Board of Directors Chairperson of Applicant: Richard Swenson

Is your organization

Private School Public School

Private Not for Profit Government

Private for Profit Other _____

Tax Exempt Status [e. 501 C (3)]: Tax Exempt Due to Governmental Status

Federal ID#: 42-6004708

Name of Project: Mills County Parents as Teachers

Target Population of Project: At-Risk Families with Children ages 0-5

Category New Project Existing Project

Total amount requested from Boost4Families \$ 94,000.

In-Kind Contributions \$ 9,000.

Other funding secured for this project \$ 10,000.

TOTAL PROGRAM COST \$ 113,000.

I certify that I am duly authorized to commit and assurances for the applicant, and therefore agree to comply with all the provisions of the Request for Proposal, and to the best of my knowledge, the information contained in this application is correct and complete.

Signature of authorized Officer/Director of Applicant

04/30/09
Date

Agency Administrator
Title

**BOOST4FAMILIES
CASS/MILLS/MONTGOMERY
Prevention, Early Intervention, and Family Well-Being Project
FY10 Request for Application**

Proposal Check List

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Applicant Name: Mills County Public Health

PROGRAM NARRATIVE:

1. FUNDING REQUEST

A brief description of your organization: Mills County Public Health is a governmental Health Department and has been active since 1972. We currently have a staff of 25 employees working to provide public health services to the residents of Mills County. Our budget of 1.3 million supports programming in the areas of Environmental Health, Community Involvement, Health Services and Communicable Disease Prevention. We have a long history of working successfully with grants, providing accurate record keeping, both financial and statistical and meeting or exceeding program requirements. Our Mission Statement is “To enhance the quality of life within our county by promoting healthy behavior, protecting the environment and preventing disease and injury.”

Amount requested: We are requesting grant funding from Boost4Families in the amount of \$94,000 to support Parents as Teachers (PAT) services for Mills County children age 0-5.

Purpose of your request - the goal your project hopes to achieve?: The primary goal is to improve school readiness for Mills County Kindergarten students by providing a comprehensive program for child development education for Mills County parents of children ages 0-5. The Mills County Health Needs Assessment completed in 2005 indicates continued concerns with the welfare of Mills County children. The Mills County local planning group has identified child abuse and neglect as a high priority as well as improved school readiness and parenting issues. By providing Mills County families with early support and education, we can affect long-term change in the lives of children.

Describe in detail your project: PAT is a national, research based model that promotes healthy families through the provision of comprehensive, family centered services. Services are available to all parents in Mills County with children prenatal to age five with special emphasis on those families considered to be “at risk”. Referrals are accepted from any source and the program is actively promoted in our community. Parents are asked to make a minimum of a one-year commitment to the program.

The four program components that apply to all aspects of the PAT program are: Monthly/weekly home visits by certified parent educators who provide timely information on each child’s development utilizing PAT curriculum and responding to parent concerns and child rearing issues. Monthly Group meetings with other parents to share experiences assist parents to gain new insights and establish support networks. An annual developmental screening of each child provides early detection of developmental delays. Parents are linked to other providers and resources if needed services are beyond the scope of our program. We have also added the LSP Survey to better assess family needs and program progress. In addition to the standard Born to learn Curriculum model, we are able to provide increased services to our At-Risk families through the addition of Teen Parent Curriculum, Critical Issues Curriculum and Children with Special Needs Curriculum. These additional resources provide specific guidance to assist our families with the highest level of need.

Target population you plan to serve: At-risk families with children ages 0-5. We plan to serve a minimum of 72 families with an estimated total of 110 children in fiscal year 09/10.

What will be the project outcome?

- #1) 80% of participating families will improve or maintain healthy family functioning, problem solving and communication.
- #2) 50% of participating families will increase or maintain social supports.
- #3) 50% of participating families will connect to additional concrete supports.
- #4) 85% of participating families will increase knowledge of child development and parenting.
- #5) 70% of participating families will improve nurturing and attachment between parent(s) and child(ren).

Strategies you will employ to implement the project:

1. The program will maintain a caseload of 72 families with priority given to "At-risk" individuals.
2. Families will receive services per PAT Curriculum and will receive one-on-one sessions to identify and address individual family issues. Our goal will be to provide a minimum of 70 Family Visits on a monthly basis.
3. Assist families to develop support networks through referrals to formal support agencies as needed and through linking families to informal supports through parent interaction with other families and support organizations in the community. PAT sponsored Group Meetings and Playgroups will be designed to meet parents' needs and offered to all program participants on a monthly basis. Our plan will be to provide a monthly group activity to support program participants.
3. Developmental Screenings will be performed annually and on an as-needed basis utilizing the Denver II Developmental Screening and/or the Ages and Stages Questionnaire. Appropriate referrals for additional services will be made as needed.
4. Life Skills Progression Assessments will be completed 2-3 times annually for all participating families to provide evidence of skill progression and identification of unmet needs.

Sustainability: We continue to search for additional grant funds to support the PAT project and plan to apply for any available funding throughout the next contract year. Mills County Public Health is willing to provide assistance with administrative program costs through in-kind support.

If your project is not fully funded, is the project still viable and at what minimum amount? Yes, our project would be viable with less funding, however, less families would receive PAT services. Our only method of reducing costs would require a reduction in staff time, and therefore, service reduction.

Discuss how you will know if you are successful? How will you measure this?

Our overall project goal: **To improve or maintain school readiness levels for Mills County children.** Project success will be indicated by maintaining or improving the percentage of Mills County children who are ready for Kindergarten as indicated by the Kindergarten Survey conducted by Boost4Families. Success will also be indicated by our ability to meet our goals regarding # of at-risk families served, # of visits provided and # of group activities and participants, # of Screenings completed and referrals made. Individual project outcomes and evaluation methods are listed below.

Outcome #1) 80% of participating families will improve or maintain healthy family functioning, problem solving and communication.

Success Indicators: Participant Evaluations will be utilized to determine parents' perceived increase in their understanding of child development as well as perceived increase in their own confidence and competence to provide their child the best possible start. Statistical data will also be determined through LSP Assessments.

Outcome #2) 50% of participating families will increase or maintain social supports.

Success Indicators: Statistical data will be collected 2-3 times annually regarding the number of formal and informal family supports through the Life Skills Progression Instrument.

Outcome #3) 50% of participating families will connect to additional concrete supports.

Success Indicators: Statistical data will be collected 2-3 times annually regarding the number of formal and informal family supports through the Life Skills Progression Instrument.

Outcome #4) 85% of participating families will increase knowledge of child development and parenting.

Success Indicators: Participant Evaluations will be utilized to determine parents' perceived increase in their understanding of child development as well as perceived increase in their own confidence and competence to provide their child the best possible start. Statistical data will be determined through the LSP Assessment tool.

Outcome #5) 70% of participating families will improve nurturing and attachment between parent(s) and child(ren).

Success Indicators: Statistical data will be collected 2-3 times annually regarding the number of formal and informal family supports through the Life Skills Progression Instrument.

DETAILED BUDGET

(Attachment C)

Mills County Parents as Teachers | 2010

DESCRIPTION OF EXPENSES	PROPOSAL REQUEST	OTHER FUNDING MILLS Co. CAPC	OTHER FUNDING (IDENTIFY SOURCE)	IN-KIND MATCH MILLS Co. PH
Salaries: <i>2 FTE PAT Educators</i>	\$ 61,713.	\$ 6,000.		
<i>.2 FTE Clerical Staff</i>	\$ 2,100.	\$ 2,100.		
SUBTOTAL	\$ 63,813.	\$ 8,100.		
Benefits: <i>FICA, IPERS, Health, Dental</i>				
<i>2 FTE PAT Educators</i>	\$ 15,283.	\$ 1,400.		
<i>.2 FTE Clerical Staff</i>	\$ 500.	\$ 500.		
SUBTOTAL	\$ 15,783.	\$ 1,900.		
Training/Travel: <i>Registration fees, Hotel, Meal Reimb.</i>	\$ 2,000.			
SUBTOTAL	\$ 2,000.			
Office Supplies: <i>Postage</i>	\$ 550.			
<i>Office Supplies</i>	\$ 904.			
SUBTOTAL	\$ 1,454.			
Program Materials: <i>Books</i>	\$ 500.			
<i>Supplies</i>	\$ 3,000.			
<i>Dues</i>	\$ 100.			
SUBTOTAL	\$ 3,600.			
Equipment: <i>Purchase Printer</i>				\$ 500.
SUBTOTAL				
Other: <i>Mileage</i>	\$ 6,500.			
<i>Phone & Cell Exp.</i>	\$ 850.			
SUBTOTAL	\$ 7,350.			
Indirect Cost (not to exceed 8%)				\$ 8,500. (8%)
TOTALS	\$ 94,000.	\$ 10,000.		\$ 9,000.

Budget Narrative:

Salaries – \$71,913.

This project will utilize 1 FTE PAT Educator Coordinator and 1 FTE PAT Educator. Projected salary costs for these employees is – **\$67,713.**

We have also included .2 FTE clerical support at a total cost of **\$4200.**

Fringe Benefits – \$17,683.

2010 expenses for FICA/IPERS total 14.3% of the wage/hour – **\$10,284.**

Health Insurance Costs have been prorated for each employee group based on FTE.. - **\$7399.**

Training/Travel – This budget includes funds for staff to attend the National PAT Conference in St. Louis, a well as to attend required Empowerment Trainings in Des Moines. - **\$2000.**

Office Supplies - \$ 1,454.

Supplies – includes paper, envelopes, folders, printer toner, etc. -**\$904.**

Postage – Estimated postage expense for the project is **\$550.**

Program Materials – \$3600

Books – Books are purchased for use at activities and home visits - **\$500**

Home Visit & Activity Supplies - **\$3000.**

Dues – PAT National Dues Expense - **\$100.**

Equipment - \$500

Equipment maintenance and replacement funds have been included to cover cost of shelving and printer upgrade.

Other – \$7350.

Mileage – staff mileage to home visits and activities - We estimate 13,542 miles at .48/mi (Mills Co. reimbursement rate) - **\$6500**

Phone & Cell Expense - **\$850.**

Indirect Cost – \$8500

8% indirect costs have been allowed for this project including office administrative costs and supervisory/clerical staff support. - **\$8500**