

GRANT APPLICATION COVER PAGE

Name of Applicant Organization: Crawford County Home Health, Hospice & Public Health DBA HCCMS Family Health Services

Address: 105 N. Main Street
Denison, IA 51442

Phone: 712-263-3303 Fax: 712-263-4033

Contact Person: Julie Kixmiller, BSN RN CCNC / Monica Neumann (Financial)/ Kim Davis BSN RN (Project Director) / Laura Beeck BSN RN (Executive Director)

Board of Directors Chairperson of Applicant: Kevin McKeown, DVM

Is your organization

- Private School
- Private Not for Profit
- Private for Profit
- Public School
- Government
- Other _____

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

Federal ID#: 42-6004496

Name of Project: Boost4Families Child Care Nurse Consultant

Target Population of Project: Children ages 0-5 attending preschool/daycare

Category New Project Existing Project

Total amount requested from Boost4Families \$ 7,346.00

In-Kind Contributions \$ 0.00

Other funding secured for this project \$ 4,692.94

TOTAL PROGRAM COST \$ 12,038.94

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

Date

Executive Director
Title



PROJECT NARRATIVE

ORGANIZATION DESCRIPTION

HCCMS (Harrison, Crawford, Cass, Monona, Shelby) Family Health Services is a five county Maternal/Child Health (MCH) and Family Planning (FP) Project that receives grant funding from the Iowa Department of Public Health (IDPH). HCCMS is operated out of Crawford County Home Health, Hospice & Public Health under the direction of Laura Beeck, BSN RN, Executive Director and Kim Davis, BSN RN, Project Director.

The Healthy Child Care Iowa (HCCI) campaign is a publicly funded program designed to improve the health and safety of Iowa children while they are enrolled in child care and early education settings. HCCI supports Child Care Nurse Consultants (CCNC), registered nurses who are experts in child health, child care, and child safety. CCNC work with child care and early education businesses, promoting the health and safety of children enrolled in childcare through infectious disease prevention and control and injury identification and prevention.

Julie Kixmiller, BSN RN CCNC, is contracted through Cass County Memorial Home Care/Hospice to provide Child Care Nurse Consultant services to child care providers in Cass County. The CCNC works closely with childcare providers, offering health and safety assessments, child record reviews, and consultation services through on-site visits, telephone, and email contacts. These services increase the quality of care provided to the families and children participating in care.

Julie has worked closely with the regional consultant and has received fidelity in the Injury Prevention Checklist and Child Record Review. Julie is in the process of receiving fidelity for the Health and Safety Assessment.

AMOUNT AND PURPOSE OF REQUEST

HCCMS Family Health Services is seeking \$7,346.00 from Boost4Families to support the CCNC position in Cass County. The purpose of this project is to increase the quality of child care provided in Cass County through the use of QRS (Quality Rating System) assessments, consultation services, and technical assistance provided by the CCNC. Increasing the quality of care provides an environment that is more conducive to learning through adequate staffing ratios, appropriate staff education, and training opportunities to promote safe and healthy practice.

PROJECT DESCRIPTION

This project strives to increase the quality of care provided in Cass County by promoting the services of the CCNC. An effective way for the CCNC to promote services is by contacting providers and discussing the establishment of a Business Partnership Agreement (BPA). At this time, 35% of child care providers have a current BPA signed. The goal for this project year is to increase this to 40%.

QRS participation is one means providers can use to demonstrate a commitment to providing quality care. The CCNC plays a vital role in the QRS process by providing the



Injury Prevention Checklist, Child Record Review, and Health and Safety Assessment. At this time, 40% of preschools and centers in Cass County are QRS rated. In addition, 27% of home providers in Cass County are rated. The goal for this project year is to collaborate with the Home Consultant and QRS Specialist to increase each of these by 3%.

In an effort to meet these goals, the CCNC will complete the following activities:

- Activity 1.** The CCNC will develop a tracking method to ensure timely renewal of QRS assessments and BPA.
- Activity 2.** CCNC will collaborate with the Home Consultant to establish relationships with new providers through a signed BPA.
- Activity 3.** CCNC will gain fidelity for the Health and Safety Assessment, through collaboration with the Regional CCNC.
- Activity 4.** The CCNC will provide consultation and technical assistance for established QRS providers to maintain or improve current ratings.
- Activity 5.** The CCNC will seek opportunities to educate Legislators on the role of the CCNC and the impact that services have in child care.

TARGET POPULATION

According to U.S. Census Bureau (<http://quickfacts.census.gov>, retrieved 4-17-09), the estimated population data for 2007 for children under 5 years old in Cass County is 791 or 5.7% of the population.

Of the 29 states reporting data regarding abuse perpetrated in child care facilities, Iowa ranks 11th, with 134 cases (www.acf.hhs.gov, 2007 data). According to Prevent Child Abuse Iowa data (7-14-08), Iowa saw a decrease in abuse cases in 2007, for the second year in a row. However, Cass County shows an increase of nine children from 2006 to 2007. For children ages 0-5, Cass County also shows an increase of four children in the number of children abused from 2006 to 2007.

At this time, 19 childcare homes, centers, or preschools in the Boost4Families service area are currently participating with the CCNC through Business Partnership Agreements (BPA). 16 providers are currently QRS rated. No providers are currently in the process of becoming QRS rated. The CCNC is working with one provider whose QRS rating expires in June to maintain rating and with another provider to increase the current rating.

The following table represents the child care facilities in Cass County:

Licensed Centers	Dept. of Ed Centers	Registered Homes	Non-Registered Homes	Licensed Preschools	Head Start	Dept. of Ed Preschools
4	0	45	24	3	2	1

Information obtained from NACCRRAware 4-15-09



The following table represents the level of Iowa’s QRS ratings of child care facilities in Cass County:

	Rating	Cass		Rating	Cass
Homes	★	2	Homes	★★★★	2
Center	★		Center	★★★★	
Preschool	★	1	Preschool	★★★★	1
Homes	★★	4	Homes	★★★★★	
Center	★★		Center	★★★★★	
Preschool	★★	1	Preschool	★★★★★	
Homes	★★★	4			
Center	★★★				
Preschool	★★★	1			

Information obtained from: www.dhs.state.ia.us/iqrs 4-15-09

PROJECT OUTCOMES AND STRATEGIES

To ensure the performance of the CCNC, monitoring and evaluation are completed utilizing daily detailed agency time studies, activity logs for IDPH, and Empowerment quarterly reports (see attached format). Information from these areas can also be used to monitor provider contacts and assistance provided. Supervision for the CCNC is provided by the agency administrator and project director, as well as the regional consultant.

The CCNC works closely with the Iowa Department of Public Health (IDPH), Child Care Resource and Referral (CCR&R) Home Consultant, Area Education Agency (AEA), Iowa State University Extension, and local public health offices in a collaborative effort to improve the quality of child care for Cass County. The CCNC also works in collaboration with the QRS Specialist to promote QRS to child care providers.

FUNDING

Since limited funding is provided by IDPH through the Title V Block Grant, it is necessary for HCCMS to partner with Community Empowerment Areas to promote and protect the health of children utilizing child care services. HCCMS Family Health Services will continue to partner with Boost4Families to help support CCNC services for children and families in Cass County.

If this project is not funded as submitted, it would result in decreased services for the children of Cass County. The project would be forced to decrease the hours of the CCNC, limiting the number of providers, children, and families served. Depending on the level of funding, the project may be forced to end the contracted service with Cass County Memorial Home Care/Hospice and absorb the duties into an existing CCNC, who would serve multiple counties. This change would be greatly impact the amount of time available for providers in Cass County.

PROJECT MEASURES

See attached quarterly progress report form.

Attachment B

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

Proposal Check List

Proposal Components	Proposal Page #
Cover Page (Attachment A)	1
Proposal Checklist (Attachment B)	5
Action Plan/Project Narrative	2, 3, 4
Budget	
Budget Detail (Attachment C)	6
Budget Narrative	NA

Applicant Name: Crawford County Home Health, Hospice & Public Health DBA HCCMS Family Health Services

DETAILED BUDGET SAMPLE (Attachment C)

Please follow the budget format below. Each category must include detail line items such as the examples in italics.

DESCRIPTION OF EXPENSES	PROPOSAL REQUEST	OTHER FUNDING (MCH TITLE V BLOCK GRANT)	OTHER FUNDING (IDENTIFY SOURCE)	IN-KIND MATCH
Salaries: <i>Julie Kixmiller, BSN RN</i> <i>.15 FTE</i> SUBTOTAL	\$4,855.76	\$3,468.40		
Benefits: (28 %) <i>FICA</i> <i>IPERS/Retirement</i> <i>Health</i> <i>Dental</i> <i>Other</i> SUBTOTAL	\$1,359.62	\$ 971.16		
Training/Travel: <i>Registration fees</i> <i>Out of area travel</i> <i>In area travel</i> SUBTOTAL	\$ 100.00 \$ 50.00 \$ 400.00 \$ 550.00			
Office Supplies: <i>Postage</i> <i>Printing-Copies</i> <i>Supplies</i> SUBTOTAL	\$ 42.00 \$ 10.00 \$ 140.00 \$ 192.00			
Program Materials: <i>Curriculum</i> <i>Participant materials</i> SUBTOTAL				
Equipment: <i>Purchase</i> <i>Rental</i> <i>Maintenance</i> SUBTOTAL				
Purchased Services: <i>Participant Transportation</i> <i>Facility rental</i> SUBTOTAL				
Subcontract Services: <i>Subcontract with other agencies</i> SUBTOTAL				
Other: SUBTOTAL				
Indirect Cost (not to exceed 8%)	\$ 388.62	\$ 253.38		
TOTALS	\$7,346.00	\$4,692.94		

**BOOST4FAMILIES
CASS/MILLS/MONTGOMERY
Quarterly Progress Report Form**

Reporting Period: _____

Program: _____ **Contact Person:** _____

Part I – Stories and information you would like to share with the board.

- **Describe project successes this quarter. This can include an anecdotal “great story”.**
- **Report any programmatic changes such as target population or staff turnover. If there are no changes simply make that statement.**
- **Describe any challenges or program barriers experienced. Consider this an opportunity to gain support and input from the board in possibly removing barriers and/or problem solving.**
- **Describe successful collaborative efforts and/or partnerships with other agencies or community supports.**

Purpose Statement	How much did we put in? (Input Measures)	How much did we do? (Output Measures)	How well did we do it? (Quality/Efficiency Measures)	What difference did it make? (Outcome Measures)
<p>To improve the health and safety of children while they are enrolled in child care and early education settings through assessment, consultation, and technical assistance.</p>	<p>Child Care Nurse Consultant (CCNC) CCNC Hours Empowerment Funds</p>	<p># of Regulated Child Care Businesses* Centers Registered Homes Preschools</p> <p>Total Regulated Providers:</p> <p># of Non-Registered providers:</p> <p>Total Regulated and Non-Registered Providers:</p> <p># of child care businesses contacted by the CCNC Centers Homes Preschools</p> <p>Total # of providers contacted:</p>	<p>Cost per provider (funds spent/# providers):</p> <p>Average cost per visit (funds spent/#visits):</p> <p>Average time per visit (#hours/# of visits):</p> <p>% of businesses contacted by CCNC:</p> <p>% of businesses with current BPA's:</p> <p>% of child care businesses visited by CCNC:</p> <p>% of child care businesses with a BPA that have completed: Director/Owner Survey Injury Prevention Checklist Child Care Record Review Health & Safety Assessment</p> <p>% of total providers with QRS Rating:</p>	<p>% of childcare providers participating in QRS (#QRS/#businesses):</p> <p>% of all child care providers improving or maintaining health and safety standards (#of providers participating in QRS or working with the CCNC in order to apply for QRS/by total # of providers):</p> <p>Cost/child:</p> <p>Cost/provider:</p> <p>% of child care businesses after consultation has increased QRS rating (#with increased rating/# rated):</p>

Boost4Families RFP Application

		<p># of current Business Partnership Agreements (BPA)**</p> <p>Centers Homes Preschools</p> <p>Total # of BPA:</p> <p># of child care businesses visited</p> <p>Centers Homes Preschools</p> <p>Total # visited:</p> <p># of child care businesses with a BPA that have a current:</p> <p>Director/Owner Survey Injury Prevention Checklist Child Care Record Review Health & Safety Assessment</p> <p>Total current:</p>	<p>% of total center/preschool based programs QRS rated:</p> <p># of providers attending CCNC provided trainings:</p> <p>% of providers referred to additional resources:</p>	<p>% of QRS participating providers who are a level:</p> <p>1 Star: 2 Star: 3 Star: 4 Star: 5 Star:</p> <p># of training hours provided for Cass providers:</p> <p>% referred that have obtained services:</p>

Boost4Families RFP Application



		<p># completed this quarter: Director/Owner Survey Injury Prevention Checklist Child Care Record Review Health & Safety Assessment</p> <p># completed this quarter:</p> <p># providers with QRS rating</p> <p>Centers Homes Preschools</p> <p>Total QRS rated:</p> <p>Trainings provided:</p> <p># of providers referred for additional community resources:</p>		
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*The number of child care businesses changes as providers are added/deleted from the system.

**Business Partnership Agreements/Surveys/Assessments are valid for 2 years and must be renewed as needed. The numbers above reflect active agreements, surveys, and assessments.