

2024 EARLY CHILDHOOD EDUCATION PROVIDER CYCLE QUESTIONS

(Phase 1: Grant App; Phase 2: Supplemental Info & Docs; Phase 3: 90-minute site visit)

PHASE 1: GRANT APP

ELIGIBILITY QUESTIONS

Must be able to answer yes to all of the following:

- My organization is considered a public charity by the IRS.
Your organization must be classified as a 501c3 organization, a fiscally sponsored program of a 501c3 organization, or a public school or university.
- My organization currently operates an early childhood program for children between birth to five years old at least six hours per day and 180 days per year.
*Center-based, home-based, Head Start or Early Head Start, Pre-K, Kindergarten, and networks of ECE providers **are all** eligible.*
- My organization has operated an early childhood program directly serving children for at least two years.
- At least 60% of the children in my early childhood program are from low-income families.
Stranahan Foundation defines low income as income at or below 200% of the federal poverty level or 50% of the area's median household income.
- My organization has a demonstrated track record of collaborating with families, communities, and early childhood professionals it serves during program development or refinement.
- My proposed project is designed to improve the knowledge, skills, or practices of aspiring or existing early care and education professionals.
- My proposed project's evaluation activities will include at least one standardized classroom, teacher, or child assessment or observational tool.
- My organization does not have an active Stranahan Foundation grant.

ORGANIZATION INFORMATION

We are looking for the basics here—your organization's name, what the IRS knows your organization by, and where we can find more information.

1. Organization Name
2. Address
3. Tax ID
4. Website
5. Board & Staff
 - a. # of board members
 - b. # of board meetings held per year
 - c. Average board meeting attendance
 - d. % of board members who contribute financially to the organization
 - e. # of full-time and # of part-time staff
 - f. # of volunteers
6. Last year's financial figures (e.g., Organization revenue + expense breakdowns and assets, liabilities, and unrestricted net assets)

CONTACT INFORMATION

We need to know who to contact if we have questions about a specific topic.

1. CEO/Executive Director
2. Request Primary Contact

PROGRAM BACKGROUND

We want to learn more about your organization, its early childhood programs, and its professional development offerings.

1. How long (in years) has your organization been providing early care and education to young children?
2. Provide a brief overview of your organization's early care and education programming.

Be sure to include the following information:

- *Type of settings (i.e., center, home-based, Head Start or Early Head Start, Pre-K, Kindergarten)*
- *Hours of early childhood program operation (hours per day and days per year)*
- *Reach (i.e., sites, geographic location, communities served)*
- *What sets your organization and early childhood program apart from others in your community or national peers?*

(Recommended length: 250 words or less)

3. How do you define and measure the quality of your early childhood care and education program(s)?

Be sure to include the following:

- *The overarching categories and goals around program quality.*
- *Your current performance against these goals.*
- *The assessment tools and data collected to measure your progress toward these goals. (e.g., QRIS data, assessment data, parent satisfaction or attrition rates, or external program evaluation data)*

The use of bullets is preferred.

(Recommended length: 150 words or less)

4. Describe your organization's overall approach to professional development and learning.

Be sure to include the following:

- *The overarching goals and current performance.*
- *Professional development offerings (type, duration, cadence, length of time)*
- *The individual or team responsible for delivery or coordination.*

(Recommended length: 150 words or less)

5. How do staff or the families you serve engage with, inform the development, or give feedback on your program and professional development opportunities?

(Recommended length: 150 words or less)

SERVICE NUMBERS + DEMOGRAPHIC DATA

We'd like to understand more about the demographics of your organization's board, senior leadership, early childhood staff, and student population.

1. Overall service numbers.

- a. # of sites
- b. # of classrooms
- c. # of ECE professionals
- d. # of children

2. Describe the demographics of your early childhood staff.

Please include, where possible, age, position, race or ethnicity, sex or gender, language, certifications or educational levels, and average tenure/experience.

(Recommended length: 150 words or less)

3. Describe the demographics of your students.

Please include, where possible, sex, age, race, ethnic origin, language, and local/state/or federal childcare subsidy eligibility (be sure to note income guidelines for said subsidy)

(Recommended length: 150 words or less)

4. What percent of the families you serve are either at or below (a) 200% of the federal poverty line or (b) 50% of the area median household income?
5. Explain how you calculate or collect data to support this figure.
6. Are the families you serve from communities that lack access to high-quality early childhood education?
 - a. If yes, describe how your organization increases equitable access to high-quality early childhood education.
If available, please include any community-level research or data about early childhood education access.
(Recommended length: 150 words or less)

6. To what extent does your organization's leadership (board & senior staff) reflect the demographics of the families and professionals you described above?
We'd encourage you to be as specific as possible in your response using numbers and percentages.

FUNDING REQUEST

We'd like to know more about the project you are proposing over the next one to three years. Please be as clear and concise as possible.

1. Project Title
2. Requested Amount
3. Total Project Budget
4. Proposed Grant Period
5. Funding Request Summary Statement (Please limit to three sentences)
Sentence 1: High-level description of your organization.
Sentence 2: Name of project.
Sentence 3: High-level description of the project's purpose or activities.

6. What is the specific problem or challenge this project seeks to solve?
The problems or challenges cited should be as specific as possible to your organization or local community. If available, cite local research or organization data to support this assertion.
(Recommended length: 150 words or less)

7. Briefly describe the project's primary components or activities.

Various examples of the types and levels of information we are looking for are below:

- *Support for a full-time Instructional Coordinator and Coach. This individual was promoted internally to the position in December 2023. They will be responsible for the day-to-day delivery of instructional coaching and support. They will also collaborate with the Director of Curriculum and Instruction to implement all grant-related activities.*
- *Completion of program design: While the overall design of the training program is somewhat solidified, research and development around the scope and sequence of each model component are still ongoing.*
- *Recruitment and selection of participants: The project team will advertise and promote the opportunity using online job boards, the organization's website, parents of children, and word-of-mouth. Using a 30-40-minute phone screening, the program director will identify individuals with at least a high school diploma with an interest, passion, and dedication that aligns with the organization's mission.*

- *Implementation: The project team will offer four cohorts in year 1, three in year 2, and two in year 3, with the cohort size increasing to 15-25 participants as the team builds its capacity around program delivery. The organization plans to have 90 assistant teachers participate in the program as part of this grant project.*
- *Capture learnings through data collection and evaluation activities: The project team will use a multi-pronged approach to evaluation, including (a) quizzes for understanding, (b) 30-60-90-day satisfaction surveys, and (c) classroom assessments (CLASS) and child assessments (Devereux, Teaching Strategies GOLD).*

(Recommended length: 300 words or less)

8. What research, evidence, data, feedback, or previous experience and learnings have shaped the project's development or components?

(Recommended length: 150 words or less)

9. Explain how this project would enhance your internal professional development and learning system or improve the overall quality of your program.

(Recommended length: 150 words or less)

10. Are there any external partners, vendors, or consultants critical to the success of this project?

- a. If so, what is their role, and how were they selected?

(Recommended length: 150 words or less)

11. If this project is successful, how do you plan to support or sustain it after the conclusion of this time-limited grant?

(Recommended length: 150 words or less)

EVALUATION & LEARNING

At the Stranahan Foundation, project metrics are used primarily for learning and rarely for accountability. Our intention in requesting this information is to better understand the outcomes you hope to see by the end of the project and clarify what success looks like. If the projected outcomes are not achieved, we will want to understand the barriers or circumstances that shaped the results and lessons learned for the future.

1. How will your organization determine if this project is successful at the end of the grant period? Please note that we'd like you to be as specific as possible about the numbers served, evaluation metrics, and assessment tools that will be utilized.

Sample data points: number of participants or classrooms, engagement or completion rates, participant or family satisfaction, pre-and-post-test quizzes or surveys, staff retention rates, improvements in CLASS scores, improvements in kindergarten readiness, or another form of child assessment.

2. How will you share lessons learned from this project with other early childhood providers in your community or the broader field?

(Recommended length: 150 words or less)

OPTIONAL

1. Is there any other information you would like to share with us about your organization, programs, fundraising to date, the timing of this proposal, or the purposes for which you seek funding? If yes, please share below.

This could be as simple as a website link, blog posting, news article, another funder's report, donor list, etc.

PHASE 2: SUPPLEMENTAL INFO & DOCUMENTS

CONTACT INFORMATION

We need to know who to contact if we have questions about a specific topic.

1. CEO/Executive Director
2. Organization Signatory
3. Finance/Payment Contact
4. Request Primary Contact

SUCCESS METRICS

How will your organization know if this project is successful at the end of the grant period? List 6-8 of the most essential metrics for measuring your project's progress and success.

Ideally, this will include:

- 1-2 implementation-related metrics (e.g., numbers served, attendance rates)
- 1-2 formative-related metrics (e.g., participant satisfaction, engagement, attendance OR pre-and post-tests, quizzes)
- 1-2 impact-related metrics tied to *using* a standardized classroom, child, or teacher assessment tool.

SUPPLEMENTAL DOCUMENTS

Please upload the following required organization and request documents to the portal.

1. Implementation Plan
Please download, complete, and then upload the attached Implementation Plan template.
2. Project Budget and Narrative
3. Current Board List
The list should include a Board member's company affiliation, board role, and the knowledge, expertise, and experience they bring to the organization.
4. Last year's financial statements or most recently available financial audit
5. Most recent income statement and balance sheet for the current fiscal year.
6. OPTIONAL: A copy of the organization's strategic plan (if available)

PAYMENT PREFERENCE

ADDITIONAL INFORMATION

If there is additional information you think is important to share with us, please provide it here. Otherwise, feel free to move forward with submitting your documents.

1. What else should we know about your organization, financials, fundraising progress, or this project?