



# A Budget Cheat-Sheet for EHS-Child Care Partnerships

The EHS – Child Care Partnership grant is designed to allocate most program funds toward the support of child care programs to facilitate implementation of the Head Start Program Performance Standards. However, the funds may not supplant existing child care subsidies or cover any costs that are intended to be covered by a child care subsidy. This cheat sheet provides a summary of allowable uses for EHS-Child Care Partnership funds. It is not an exhaustive list, but rather based on information provided by the Office of Head Start and Office of Child Care Training and Technical Assistance webinars for the grants.

## THREE TYPES OF SERVICES FUNDED

The EHS – Child Care Partnership grant provides opportunities to layer services. To create this model costs can be divided into three different categories. *Child Care Services* are those services funded by child care subsidies to support the daily care of children. This includes full-day/full-year child care subsidies.

The second level of services is *Program Level Comprehensive Services*. This includes tasks and costs that occur as a result of implementing the EHS program components. These costs benefit all children. The third layer of services are *Individual Child Comprehensive Services*. These costs fund activities that directly support individual children in the program. The EHS- Child Care Partnership funds should be used to fill the gaps between what can be covered by child care subsidies and the requirements of the EHS program.

## PROGRAM LEVEL ALLOWABLE COSTS

SALARY and BENEFIT INCREASES TO BRING CHILD CARE STAFF WAGES AND BENEFITS AT PARITY WITH EHS STAFF

STAFF TRAINING TO MEET EDUCATION QUALIFICATIONS AND TO IMPLEMENT STAFF TRAINING ACTIVITIES REQUIRED BY EHS STANDARDS

INCREASED STAFFING TO MEET EHS RATIOS/GROUP SIZES (ONLY IF STATE CHILD CARE LICENSING RATIOS AND GROUP SIZES ARE HIGHER THAN EHS RATIOS)

EQUIPMENT AND SUPPLIES ASSOCIATED WITH CURRICULUM, QUALITY, AND OTHER PROGRAM COMPONENTS.

MINOR FACILITIES IMPROVEMENTS

MENTAL HEALTH/NURSE/DIETICIAN CONSULTANTS

PARENT TRAINING ACTIVITIES

## INDIVIDUAL CHILD COMPREHENSIVE SERVICES COSTS

CHILD SCREENINGS, HEALTH, AND DEVELOPMENTAL SERVICES

REFERRALS TO OUTSIDE SERVICES

SALARIES FOR HOME VISITORS/FAMILY SERVICES

INFANT FORMULA AND DIAPERS (MUST INCLUDE IF NOT COVERED BY CHILD CARE SUBSIDIES)

## START – UP COSTS

EXPERIENCED



CERTIFIED  
GRANT WRITERS



Programs can request start-up funds in addition to the first-year operational costs for your project. This includes facilities renovations, training, supplies, vehicles, costs to recruit and hire staff, child recruitment, consultants to develop plans, policies, and procedures, and other costs. For example, Heartland Solutions staff often assist programs and are paid using start-up funds. One thing to remember when requesting start-up funds is to include the request within the 15 page allotment for your budget narrative and fully segregate your request from your operating budget request.

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