

Lakewood Division of Early Childhood

FY21 CDBG Applicant Narrative

1. Mission

To strengthen and support families raising young children by providing supportive services and resources which enhance parenting skills, to provide resource and referral in accessing Early Childhood program services, to increase the supply of affordable and high quality childcare, to provide childcare scholarship assistance for low income families, and to connect families to each other and our community.

2. Geographic Service Area

The City of Lakewood.

3. Target Population(s)

Parents and caregivers of children aged birth through twelve.

4. Programs & Services

Childcare assistance is just one way Lakewood's Division of Early Childhood provides support to parents, childcare centers and service providers both in and outside of the community. The Division advocates for the expansion of childcare spots for county voucher recipients and all Lakewood families needing childcare. We participate in, organize and lead meetings with the Lakewood Early Childhood Professionals group to share information, promote best practices and provide training to the city's childcare workforce. Daily drop-in programs promote literacy and provide community support to families of young children.

5. Number & Demographic Profile of Clients Served (FY19)

805 unduplicated parents/caregivers and children were served in 2018. The Division of Early Childhood collects demographics for participants in the scholarship program, but that data is not gathered for other universal family support programs offered by the Division.

6. Qualifications to Implement Proposed Project

The Division of Early Childhood has worked for 25 years with parents and childcare centers in Lakewood. This proposal is to continue a successful project that has been part of the city's services since 1995. Current staff brings a bachelor's degree, 71 hours of graduate level courses in Early Childhood Education and over ten years of administrative experience to the division and project.

7. FY21 Budget

Total FY20 Departmental Budget \$110,120.77

FY21 Operating Expenses

Expenditure Category	Amount	% Total Budget
Salaries & Fringe Benefits	69,160.77	63%
Operating Costs	960.00	1%
Capital Costs		
Indirect Costs		
<i>Other: Child Care Scholarships</i>	40,000.00	36%
Total	110,120.77	100%

Top 3 FY20 Revenue Sources

#	Source	Amount	% Total Budget
1	General Fund	60,120.77	55%
2	CDBG request	50,000.00	45%
Total		110,120.77	100%

PLEASE NOTE: Due to Covid-19 and the fact that child care centers were closed for several months in 2020, we have reduced our request for FY2021 based on an anticipated \$55,000 carry forward.

8. Does your department maintain the following documents?

Personnel Manual/Grievance Procedures Yes No
Affirmative Action Policy Yes No

9. Capacity to serve non-English-speaking persons? Yes No

10. Do your facilities comply with ADA accessibility requirements? Yes No