

Child Care and Development Fund (CCDF) Plan For Alaska FFY 2019-2021

1 Define CCDF Leadership and Coordination with Relevant Systems

This section identifies the leadership for the CCDF program in each Lead Agency and the entities and individuals who will participate in the implementation of the program. It also identifies the stakeholders that were consulted to develop the Plan and who the Lead Agency collaborates with to implement services. In this section respondents are asked to identify how match and maintenance-of-effort (MOE) funds are identified. Lead Agencies explain their coordination with child care resource and referral (CCR&R) systems, and outline the work they have done on their disaster preparedness and response plans.

1.1 CCDF Leadership

The Governor of a State or Territory shall designate an agency (which may be an appropriate collaborative agency), or establish a joint inter-agency office, to represent the State (or Territory) as the Lead Agency. The Lead Agency agrees to administer the program in accordance with applicable Federal laws and regulations and the provisions of this Plan, including the assurances and certifications appended hereto. (658D, 658E(c)(1)). Note: An amendment to the CCDF State Plan is required if the Lead Agency changes or if the Lead Agency official changes.

1.1.1 Which Lead Agency is designated to administer the CCDF program?

Identify the Lead Agency or joint interagency office designated by the state or territory. ACF will send official grant correspondence, such as grant awards, grant adjustments, Plan approvals, and disallowance notifications, to the designated contact identified here (658D(a)).

a) Lead Agency or Joint Interagency Office Information:

Name of Lead Agency: Alaska Department of Health and Social Services

Street Address: 3601 C Street, Suite 902

City: Anchorage

State: Alaska

ZIP Code: 99503

Web Address for Lead Agency: <http://dhss.alaska.gov>

b) Lead Agency or Joint Interagency Official Contact Information:

Lead Agency Official First Name: Jay C.

Lead Agency Official Last Name: Butler, M.D.

Title: Commissioner

Phone Number: (907) 269-7800

Email Address: jay.butler@alaska.gov

1.1.2 Who is the CCDF Administrator?

Identify the CCDF Administrator designated by the Lead Agency, the day-to-day contact, or the person with responsibility for administering the state's or territory's CCDF program. ACF will send programmatic communications, such as program announcements, program instructions, and data collection instructions, to the designated contact identified here. If there is more than one designated contact with equal or shared responsibility for administering the CCDF program, please identify the Co-Administrator or the person with administrative responsibilities and include his or her contact information.

a) CCDF Administrator Contact Information:

CCDF Administrator First Name: Marcey

CCDF Administrator Last Name: Bish

Title of the CCDF Administrator: Program Manager

Phone Number: (907) 269-4784

Email Address: marcey.bish@alaska.gov

Address for the CCDF Administrator (if different from the Lead Agency):

Street Address: 3601 C Street, Suite 140

City: Anchorage

State: Alaska

ZIP Code: 99503

b) CCDF Co-Administrator Contact Information (if applicable):

CCDF Co-Administrator First Name:

CCDF Co-Administrator Last Name:

Title of the CCDF Co-Administrator:

Description of the role of the Co-Administrator:

Phone Number:

Email Address:

Address for the CCDF Co-Administrator (if different from the Lead Agency):

Street Address:

City:

State:

ZIP Code:

1.2 CCDF Policy Decision Authority

The Lead Agency has broad authority to administer (i.e., establish rules) and operate (i.e., implement activities) the CCDF program through other governmental, non-governmental, or public or private local agencies as long as it retains overall responsibility for the administration of the program (658D(b)). Administrative and implementation responsibilities undertaken by agencies other than the Lead Agency must be governed by written agreements that specify the mutual roles and responsibilities of the Lead Agency and other agencies in meeting the program requirements.

1.2.1 Which of the following CCDF program rules and policies are administered (i.e., set or established) at the state or territory level or local level? Identify whether CCDF program rules and policies are established by the state or territory (even if operated locally) or whether the CCDF policies or rules are established by local entities, such as counties or workforce boards (98.16(i)(3)). Check one.

- All program rules and policies are set or established at the state or territory level. If checked, skip to question 1.2.2.
- Some or all program rules and policies are set or established by local entities. If checked, indicate which entities establish the following policies. Check all that apply.

1. Eligibility rules and policies (e.g., income limits) are set by the:

- State or territory
- Local entity (e.g., counties, workforce boards, early learning coalitions).

If checked, identify the entity and describe the type of eligibility policies the local entity(ies) can set.

- Other.

Describe:

2. Sliding-fee scale is set by the:

- State or territory
- Local entity (e.g., counties, workforce boards, early learning coalitions).

If checked, identify the entity and describe the type of eligibility policies the local entity(ies) can set.

Other.

Describe:

3. Payment rates are set by the:

- State or territory
- Local entity (e.g., counties, workforce boards, early learning coalitions).

If checked, identify the entity and describe the type of eligibility policies the local entity(ies) can set.

Other.

Describe:

4. Other. List and describe other program rules and policies and describe (e.g., quality rating and improvement systems [QRIS], payment practices):

1.2.2 How is the CCDF program operated? In other words, which entity(ies) implement or perform these CCDF services? Check all that apply

a) Who conducts eligibility determinations?

- CCDF Lead Agency
- Temporary Assistance for Needy Families (TANF) agency
- Other state or territory agency
- Local government agencies, such as county welfare or social services departments

- Child care resource and referral agencies
- Community-based organizations
- Other.

Describe

b) Who assists parents in locating child care (consumer education)?

- CCDF Lead Agency
- TANF agency
- Other state or territory agency
- Local government agencies, such as county welfare or social services departments
- Child care resource and referral agencies
- Community-based organizations
- Other.

Describe

c) Who issues payments?

- CCDF Lead Agency
- TANF agency
- Other state or territory agency
- Local government agencies, such as county welfare or social services departments
- Child care resource and referral agencies
- Community-based organizations
- Other.

Describe

1.2.3 Describe the processes the Lead Agency uses to monitor CCDF administration and implementation responsibilities performed by other agencies as reported above in 1.2.2, including written agreements, monitoring and auditing procedures, and indicators or measures to assess performance of those agencies (98.16(b)). Note : The contents of the

written agreement may vary based on the role the agency is asked to assume or type of project, but must include at a minimum, tasks to be performed, schedule for completing tasks, budget which itemizes categorical expenditures in accordance with CCDF requirements, and indicators or measures to assess performance (98.11(a)(3)).

The CCDF Lead Agency monitors CCDF administrative and implementation responsibilities by other agencies through written agreements such as grant agreements and Reimbursable Service Agreements (RSA), and through monitoring and audit processes.

The CCDF Lead Agency administers the Child Care Assistance Program (CCAP) through grants to community-based organizations and the child care resource and referral network, collectively referred to as CCAP grantees or designees. The CCDF Lead Agency monitors CCAP grantees for implementation of program policies and procedures through monthly file reviews, regular and ongoing meetings, quarterly reporting, and annual on-site evaluation. CCAP grantees are monitored for timeliness and accuracy using the following targets:

1. Family eligibility determinations are accurate.

Target: 95% or more of family eligibility determinations are accurate.

2. Level of care authorized is accurate.

Target: 95% or more of child care authorizations are accurate.

3. Family eligibility determinations and child care authorizations are timely.

Target: 95% or more of family eligibility determinations are processed and child care authorizations are issued timely.

4. Provider eligibility determinations are accurate.

Target: 95% or more of provider eligibility determinations are accurate.

5. Provider eligibility determinations are timely.

Target: 95% or more of provider eligibility determinations are timely.

6. Eligibility determinations are documented in the Integrated Child Care Information System and appropriate notices are issued accurately.

Target: 95% or more of cases have case notes entered following CCAP policy and appropriate notices issued accurately.

7. Provider payment request verifications are processed accurately.

Target: 95% or more of billing report forms are processed for payment accurately.

8. Provider payment request verifications are processed for payment timely.

Target: 95% or more of billing report forms are processed for payment timely.

The CCDF Lead Agency also administers the CCAP via a Reimbursable Service Agreement (RSA) with another state agency (division within the Lead Agency). Monitoring includes review and approval of RSA billing submissions by the CCDF Lead Agency, data collection and reporting for submission of the federal ACF 801 report monthly, and annual review and approval between the CCDF Lead Agency and the other state agency of the RSA for the new fiscal year. Indicators or measures to assess performance are established and monitored by the other state agency. Efforts between the CCDF Lead Agency and other state agency are in progress to increase alignment and consistency of administration of the CCAP as well as to streamline data collection and reporting.

The CCDF Lead Agency via a grant agreement provides support to Alaska's statewide Child Care Resource & Referral (CCR&R) Network. The CCDF Lead Agency monitors the grantee for implementation of CCR&R activities, including the System for Early Education Development (SEED), Alaska's early childhood professional development system, and Learn & Grow, Alaska's Quality Recognition and Improvement System (QRIS). Monitoring includes regular and ongoing meetings, quarterly reporting, and annual on-site evaluation. The programs goals and performance measures for this grant are outlined below.

Families:

Goal 1: Increased family knowledge of the characteristics of high quality child care.

- o Performance measure: family survey results indicate an increased knowledge of characteristics of high quality child care.

- o Target: 1-2% increase each year until 65% or more of family survey respondents indicate increased knowledge of the characteristics of quality. After 65% reassess maximum threshold.

Goal 2: Market and provide child care referral services statewide.

- o Performance measure: as measured by the number of child care referrals.

Target: Provide a minimum of 10,000 referrals each year.

Child Care Providers:

Goal 1: Advance the knowledge in early care and learning of staff working in licensed and regulated child care facilities.

- o Performance measure: Number and percent of early educators who reported an increase

in their knowledge after receiving training.

- o Target: 1-2% increase each year until 75% of survey respondents indicate an increase in their knowledge. After 75% is achieved, reassess maximum threshold possible.

Communities:

Goal 1: Engaging, educating, and advocating with entities and organizations about the importance of high quality child care, its impact on the economy, and how they can make a difference.

- o Performance measure: Measured by collaboration and outreach efforts.

- o Target: a minimum of 5 collaboration and outreach efforts per year.

Early Care and Learning System:

Goal 1: Increase the quality of child care facilities in Alaska.

- o Performance measure: Number and percent of child care facilities advancing annually to the next level of Learn & Grow.

- o Target: 5% or more of child care facilities participating in Learn & Grow advance to the next level annually.

Goal 2: Advance the professional development of staff working in licensed and regulated child care facilities.

- o Performance measure: Number and percent of staff working in a licensed or regulated child care facility advance on the SEED Career Ladder.

- o Target: 10% or more of participants advance on the SEED Career Ladder annually.

The CCDF Lead Agency via a grant agreement with a local government agency administers Child Care Licensing services in the Municipality of Anchorage (MOA). Child Care Licensing services outside the MOA and for the remainder of the state are administered by the CCDF Lead Agency. The CCDF Lead Agency monitors the grantee for implementation of program policies and procedures through monthly file reviews, regular and ongoing meetings, quarterly reporting, and annual on-site evaluation. The program goals and indicators for this grant include alignment of the MOA code with the CCDF Lead Agency regulations, implementation of the licensing regulations in the MOA, and development of licensing policies and procedures.

1.2.4 Lead Agencies must assure that, to the extent practicable and appropriate, any code or software for child care information systems or information technology for which a Lead Agency or other agency expends CCDF funds to develop must be made available on request to other public agencies, including public agencies in other States, for their use in administering child care or related programs (98.15(a)(11)).

Assure by describing how the Lead Agency makes child care information systems available to public agencies in other states to the extent practicable and appropriate.

The CCDF Lead Agency uses the Integrated Child Care Information System (ICCIS) to administer benefits, issue payments, issue child care licenses, and as an ongoing tool for staff conducting family and provider eligibility determinations and monitoring compliance of child care facilities. The CCDF Lead Agency makes ICCIS available to entities implementing or performing CCDF services. To date, Alaska has not received a request from a public agency in another state for any code or software for ICCIS or information technology. In the event a request is received, the request will be evaluated by the CCDF Lead Agency and fulfilled to the extent practicable and appropriate.

1.2.5 Lead Agencies must have in effect policies to govern the use and disclosure of confidential and personally identifiable information about children and families receiving CCDF assistance and child care providers receiving CCDF funds (98.15(b)(13)).

Certify by describing the Lead Agency's policies related to the use and disclosure of confidential and personally identifiable information.

The CCDF Lead Agency complies with the Health Insurance Portability and Accountability Act (HIPAA) of 1996. Additionally, the CCDF Lead Agency complies with the Division of Public Assistance Administrative Procedures Manual which details out Confidentiality in 100-3. <http://dpaweb.hss.state.ak.us/manuals/admin/apm.htm>

Child Care Assistance Program Policies and Procedures manual section 4010-1 allows for a parent or provider to have access to information specific to their own case and to sign a release of information allowing the information to be released to a requestor. Child Care Assistance Program Policies and Procedures manual section 4010-4 requires information requested by an individual not associated with the case be submitted in writing and states no information may be released without the review of the request and approval from the Division of Public Assistance Director's Office and the Department of Law.

1.3 Consultation in the Development of the CCDF Plan

The Lead Agency is responsible for developing the CCDF plan, which serves as the application for a 3-year implementation period. As part of the Plan development process, Lead Agencies must consult with the following:

(1) Appropriate representatives of units of general purpose local government-(658D(b)(2); 98.10(c); 98.12(b); 98.14(b)). General purpose local governments are defined by the U.S. Census at https://www.census.gov/newsroom/cspan/govts/20120301_cspan_govts_def_3.pdf.

(2) The State Advisory Council (SAC) on Early Childhood Education and Care (pursuant to 642B(b)(1)(A)(i) of the Head Start Act) (658E(c)(2)(R); 98.15(b)(1)) or similar coordinating body pursuant to 98.14(a)(1)(vii).

(3) Indian tribe(s) or tribal organization(s) within the state. This consultation should be done in a timely manner and at the option of the Indian tribe(s) or tribal organization(s) (658D(b)(1)(E)).

Consultation

involves meeting with or otherwise obtaining input from an appropriate agency in the development of the state or territory CCDF Plan. Describe the partners engaged to provide services under the CCDF program in question 1.4.1.

1.3.1 Describe the Lead Agency's consultation in the development of the CCDF plan.

a) Describe how the Lead Agency consulted with appropriate representatives of general purpose local governments.

The CCDF Lead Agency consulted with the Municipality of Anchorage (MOA) Child Care Licensing Program, grantee of the CCDF Lead Agency, regarding sections 2, and 5-7 of the plan, through regular and ongoing meetings with the grantee or via committee meetings. These meetings included but were not limited to: monthly meetings with the CCDF Lead Agency's Child Care Licensing Program Manager regarding grant expectations and compliance, development of licensing policies and procedures, and alignment of the MOA Code with CCDF Lead Agency regulations; discussions about on-line results of monitoring inspections; quarterly System for Early Education Development (SEED) meetings focused on professional development of the early care and learning workforce; and sub-committee meetings pertinent to the development and implementation of Learn & Grow, Alaska's Quality Recognition and Improvement System. Representatives of general purpose local governments, including the MOA, also had the opportunity to provide input into the development of the CCDF Plan through more formal venues such as the public comment process through the Alaska Online Public Notice System or by participating in the public hearing process.

b) Describe how the Lead Agency consulted with the State Advisory Council or similar coordinating body.

The Alaska Early Childhood Coordinating Council (AECCC) is responsible for coordination of state systems in order to provide efficient, effective, and accessible services for young children. AECCC includes representatives from both the public and private sectors and members generally meet quarterly. The CCDF State Child Care Administrator and CEO of thread, Alaska's statewide Child Care Resource and Referral Network, where the System for Early Education Development (SEED) and Learn & Grow, Alaska's Quality Recognition and Improvement System (QRIS) are housed, are both members of the council. Additionally, the Program Coordinator II, who oversees the CCDF Lead Agency's grant with the CCR&R and other quality activities, serves as co-chair of the AECCC High Quality Early Care and Education subcommittee. The council is focused on recommendations that include but are not limited to: expanding early

childhood services to new children and families through in and out of home services; identifying methods to increase the pay in early childhood settings, particularly for those with higher degrees; implementing a Quality Rating and Improvement System (QRIS); increasing awareness of the Alaska Early Learning Guidelines; embedding Strengthening Families protective factors through systems across the board; supporting and promoting a local partnerships grant process to invest in early childhood and family support; ensuring well child exams are accessible to all children in Alaska; and seeking to ensure every child and their family has full access to age appropriate services that promote physical, emotional, and behavioral health and safety. Many of the recommendations of the AECCC align with and focus on topic areas of the CCDF Plan. AECCC members receive ongoing updates regarding the implementation of Learn & Grow and SEED activities and are given the opportunity to provide input. Information gathered from these ongoing meetings and through discussion with AECCC members is taken into consideration by the State Administrator for purposes of program planning and development of/revisions to policies and procedures. Council members were notified during the May 11, 2018, meeting the CCDF Plan would soon be posted and encouraged to review the plan and provide input through electronic responses or participating in the public hearing process.

c) Describe, if applicable, how the Lead Agency consulted with Indian tribes(s) or tribal organizations(s) within the state. Note: The CCDF regulations recognize the need for States to conduct formal, structured consultation with Tribal governments, including Tribal leadership. Many States and Tribes have consultation policies and procedures in place.

Representatives from American Indian Alaska Native (AIAN) CCDF Tribal Organizations were invited to provide input on this draft CCDF Plan through ongoing collaborative efforts and more formal venues of electronic responses or participating in the public hearing process. Tribes were contacted in May 2018 through an emailed broadcast with access to the draft CCDF Plan and invited to participate in the public hearing process. In addition, the CCDF Lead Agency, the Child Care Program Office (CCPO), shared the draft 2017 Alaska Child Care Market Price Survey Report with AIAN CCDF Tribal Organizations through an email broadcast in May 2018. The CCDF Lead Agency recognizes additional formal, structured consultation with Alaska AIAN CCDF Tribal Organizations is needed and plans are in progress to increase collaboration and coordination efforts through the 2019-2021 CCDF plan cycle.

d) Describe any other entities, agencies, or organizations consulted on the development of the CCDF plan.

Not applicable.

1.3.2 Describe the statewide or territory-wide public hearing process held to provide the public with an opportunity to comment on the provision of child care services under this Plan (658D(b)(1)(C); 98.16(f)).

Reminder:

Lead Agencies are required to hold at least one public hearing in the state or territory, with sufficient statewide or territory-wide distribution of notice prior to such a hearing to enable the public to comment on the provision of child care services under the CCDF Plan. At a minimum, this description must include:

a) Date of the public hearing. 08/28/2018

Reminder: Must be no earlier than January 1, 2018, which is 9 months prior to the October 1, 2018, effective date of the Plan. If more than one public hearing was held, please enter one date (e.g. the date of the first hearing, the most recent hearing or any hearing date that demonstrates this requirement).

b) Date of notice of public hearing (date for the notice of public hearing identified in (a)).
08/01/2018

Reminder: Must be at least 20 calendar days prior to the date of the public hearing. If more than one public hearing was held, enter one date of notice (e.g. the date of the first notice, the most recent notice or any date of notice that demonstrates this requirement).

c) How was the public notified about the public hearing? Please include specific website links if used to provide notice.

The public was noticed through the Alaska Online Public Notice Systems at <https://aws.state.ak.us/OnlinePublicNotices/Notices/View.aspx?id=190933>. Providers were also noticed on, August 2, 2018, via a broadcast to the providers email address.

d) Hearing site or method, including how geographic regions of the state or territory were addressed. The public hearing was conducted at 3601 C Street in Anchorage and via

statewide teleconference in Anchorage allowing interested parties to participate in person or by calling in.

e) How the content of the Plan was made available to the public in advance of the public hearing. (e.g. the Plan was made available in other languages, in multiple formats, etc.)

The content of the plan was made available to the public on the Alaska Online Public Notice Systems in a PDF document.

f) How was the information provided by the public taken into consideration regarding the provision of child care services under this Plan? Careful consideration was given to each comment or recommendation for possible inclusion into the plan. Those comments or recommendations requiring a change of regulation for either Child Care Licensing or the Child Care Assistance Program will again be evaluated for possible inclusion in a future regulation package.

1.3.3 Lead Agencies are required to make the submitted and final Plan, any Plan amendments, and any approved requests for temporary relief (i.e., waivers) publicly available on a website (98.14(d)). Please note that a Lead Agency must submit Plan amendments within 60 days of a substantial change in the Lead Agency's program. (Additional information may be found here: <https://www.acf.hhs.gov/occ/resource/pi-2009-01>)

a) Provide the website link to where the Plan, any Plan amendments, and/or waivers are available. Note: A Plan amendment is required if the website address where the Plan is posted is changed.

<http://dhss.alaska.gov/dpa/Pages/ccare/regs.aspx>

b) Describe any other strategies that the Lead Agency uses to make the CCDF Plan and Plan amendments available to the public (98.14(d)). Check all that apply and describe the strategies below, including any relevant website links as examples.

Working with advisory committees.

Describe:

Working with child care resource and referral agencies.

Describe:

Providing translation in other languages.

Describe:

Sharing through social media (e.g., Twitter, Facebook, Instagram, email).

Describe:

Providing notification to stakeholders (e.g., provider groups, parent groups).

Describe:

An email broadcast regarding the posting of the Plan on the Online Public Notice website and information about the Public Hearing and opportunity to comment was sent to stakeholders, including but not limited to: Alaska's statewide Child Care Resource and Referral Network; Municipality of Anchorage and Child Care Assistance grantees; AIAN CCDF Tribal Organizations; Alaskal's Early Childhood Coordinating Council; and Office of Child Care, Region X staff. The finalized CCDF Plan and any Plan amendments will be made available on the Child Care Program Office's website. The public may access this website and the Plan and any amendments will be easily accessible from the homepage.

Other.

Describe:

1.4 Coordination with Partners to Expand Accessibility and Continuity of Care

Lead Agencies are required to describe how the state or territory will efficiently, and to the extent practicable, coordinate child care services supported by CCDF with programs operating at the federal, state/territory, and local levels for children in the programs listed below. This includes programs for the benefit of Indian children, infants and toddlers, children with disabilities, children experiencing homelessness, and children in foster care (98.14(a)(1)).

1.4.1 Describe how the Lead Agency coordinates the provision of child care services with the following programs to expand accessibility and continuity of care and to assist children enrolled in early childhood programs in receiving full-day services that meet the needs of working families (658E(c)(2)(O); 98.12(a); 98.14(a)).

This list includes agencies or programs required by law or rule, along with a list of optional partners that Lead Agencies potentially would coordinate with over the next 3 years to expand accessibility and continuity of care and to assist children enrolled in early childhood programs in receiving full-day services.

Include in the descriptions the goals of this coordination, such as:

- extending the day or year of services for families;
- smoothing transitions for children between programs or as they age into school;
- enhancing and aligning the quality of services for infants and toddlers through school-age children;
- linking comprehensive services to children in child care or school age settings; or
- developing the supply of quality care for vulnerable populations (as defined by the Lead Agency) in child care and out-of-school time settings

Check the agencies or programs the Lead Agency will coordinate with and describe all that apply.

- (REQUIRED) Appropriate representatives of the general purpose local government, which can include counties, municipalities, or townships/towns.

Describe the coordination goals and process:

The CCDF Lead Agency, the Child Care Program Office (CCPO), grants child care licensing services to the Municipality of Anchorage (MOA), and works directly with the MOA Child Care Licensing Office to ensure consistent licensing practices, enforcement, policies and procedures statewide. This work is accomplished through bi-monthly meetings, and annual grant quality assurance monitoring.

- (REQUIRED) State Advisory Council on Early Childhood Education and Care (or similar coordinating body) (pursuant to 642B(b)(1)(A)(i) of the Head Start Act).

Describe the coordination goals and process:

The CCDF Lead Agency, the Child Care Program Office (CCPO) participates on Alaska's Early Childhood Coordinating Council (AECCC). The AECCC currently has

nine priorities to support the mission of promoting a unified, sustainable system of early care, health, education, and family support for young children (prenatal through age eight) and their families. Included in the nine priorities is work that supports the field to accomplish these goals. There are five subcommittees. The CCDF Lead Agency co-chairs the subcommittee of High Quality Early Care and Learning (HQECE). HQECE generally meets bi-monthly and focuses on established priorities such as: increasing the supply of quality care for all children, especially vulnerable populations such as infants and toddlers, children with special needs, and families experiencing homelessness; enhancing and aligning the quality improvement system for all care types; linking and aligning comprehensive services to children in care or school age settings; and supporting strengthening families framework into the the system supporting smooth transitions between programs, schools, and the child's home. The subcommittee informs the AECCC at quarterly meetings of progress on these goals.

- [Check here if the Lead Agency has official representation and a decision-making role in the State Advisory Council or similar coordinating body.](#)
- [\(REQUIRED\) Indian tribe\(s\) and/or tribal organization\(s\), at the option of individual tribes.](#)

[Describe the coordination goals and process, including which tribe\(s\) was consulted:](#)

The CCDF Lead Agency, the Child Care Program Office (CCPO), coordinates with tribal organizations, as applicable, on/through: the benefits to becoming licensed; the licensing process; barriers/challenges to becoming licensed; Child Care and Development Block Grant (CCDBG) and Child Care and Development Fund (CCDF) requirements (background checks, market price survey, health and safety training, policies and procedures, etc.); conducting on site health and safety inspections; health and safety training; quarterly "Partners Meetings", along with other early childhood care and education partners; presenting information at conferences such as the Bristol Bay Native Association (BBNA) Tribal Child Care Conference, Association of Village Council Presidents (AVCP) Child Care Conference, and Bureau of Indian Affairs Tribal Providers Conference; conducting outreach to provide Child Care Assistance Program information to the CCDF Tribal grantees within their service delivery areas; soliciting feedback into program changes for the Child Care Assistance Program during the review cycle, and data collection, for example for economic impact study updates in partnership with Alaska's statewide Child Care Resource and Referral Network.

Additional coordination:

Alaska Early Childhood Coordinating Council (AECCC)

The Child Care Program Office (CCPO), Child Care Program Manager, also known at the federal level as the Child Care and Development Fund (CCDF) State Administrator, serves as a member of the council. The council includes both public and private representation, including a representative from an Alaska Native Tribal Organization. The AECCC's mission is, "The AECCC shall promote a unified, sustainable system of early care, health, education, and family support for young children (prenatal through age eight) and their families."

System for Early Education Development

The Alaska System for Early Education Development, or "Alaska SEED" is Alaska's early childhood professional development system. Three members of the Child Care Program Office (CCPO) management team serve as members of the Alaska SEED Steering Committee. The SEED Steering Committee is a diverse cross-sector of early childhood stakeholders who guide the mission of SEED, including representation from Tribal Child Care. Alaska SEED's mission is, "To provide leadership and stewardship for a comprehensive, collaborative early childhood system of professional development that integrates, unites and advances the needs of a diverse workforce, including all sectors that serve children from prenatal through age 12 and their families."

Learn & Grow

Learn & Grow is Alaska's Quality Recognition and Improvement System (QRIS). A QRIS is a method to assess, improve, and communicate the level of quality in early care and education settings. Learn & Grow's mission is, "to advance the quality of early care and learning to foster the success of young children."

Three members of the Child Care Program Office (CCPO) management team serve as members of the Learn & Grow Executive Committee along with a representative from an Alaska Native Tribal Organization and other early childhood stakeholders.

Alaska Head Start Association (AHSA) Directors' Meeting

This group includes federal Head Start Region X and Region XI staff, federal Office of Child Care Region X staff, State of Alaska Departments of Education and Early Development and Health and Social Services staff, as well as Tribal and non-Tribal

Head Start Directors'. CCPO managers participate monthly on telephonic calls and quarterly face-to-face meetings to share information about programs administered by the Child Care Program Office or in collaboration with our grantees to share information about: SEED; Learn and Grow; To discuss benefits to becoming licensed; Challenges and barriers to becoming licensed; Head Start Performance Standards and alignment with CCDBG and CCDF requirements; Background check processes; etc.; Opportunities for increased partnership

The goals of this coordination is to share knowledge, information, and resources; identify opportunities for further collaboration and coordination to strengthen and unify Alaska's early childhood care and education system; and better coordination of data to inform decision making to name a few.

N/A-There are no Indian tribes and/or tribal organizations in the State.

(REQUIRED) State/territory agency(ies) responsible for programs for children with special needs, including early intervention programs authorized under the Individuals with Disabilities Education Act (Part C for infants and toddlers and and Part B, Section 619 for preschool).

Describe the coordination goals and process:

The CCDF Lead Agency, the Child Care Program Office (CCPO), participates in the Governor's Council on Disabilities and Special Education Early Intervention Committee monthly meetings. The goal of the committee is to improve communication and coordination of services and advise and assist the Lead Early Intervention Agency.

(REQUIRED) State/territory office/director for Head Start state collaboration.

Describe the coordination goals and process:

The CCDF Lead Agency, the Child Care Program Office (CCPO) participates in monthly Alaska Head Start Association Director's meetings to stay abreast of Head Start program requirements and provide updates to state requirements. Staff of the CCDF Lead Agency, the CCPO, meet on a regular basis with the Head Start Collaboration Director to share child care updates, coordinate regarding licensure of Early Head Start/Head Start programs, early care and learning initiatives, Alaska's System for Early Education Development (SEED), and Learn & Grow, Alaska's Quality

Recognition and Improvement System.

- (REQUIRED) State agency responsible for public health, including the agency responsible for immunizations.

Describe the coordination goals and process:

The CCDF Lead Agency, the Child Care Program Office (CCPO), Child Care Licensing staff coordinate closely with Public Health to ensure child immunization requirements are met. Child Care Licensing staff share information about a computer program created by Public Health called "Self-Image." Providers input child immunization information into Self-Image. The program then provides notices to the child care provider of upcoming immunizations, provides information about the appropriate timetables for obtaining immunizations, alerts providers as to whether or not the children in their care are current with their immunizations, etc.

Public Health staff audit the immunization records of select facilities each year. They forward their results to Child Care Licensing staff. If a facility receives 100% compliance on their audit, Child Care Licensing staff do not audit the records as well. State Epidemiology contacts Child Care Licensing staff annually for a current list of licensed facilities to survey compliance with immunization requirements. If State Epidemiology does not receive a response from facilities, they notify Child Care Licensing staff and licensing follows up to ensure compliance. Licensing also coordinates with State Epidemiology to ensure immunizations, which are checked while on-site by Child Care Licensing staff, reflect current standards and best practice. Public Health staff periodically provides immunizations on-site at child care facilities, participates in health and safety training for child care providers, assists in responding to health related outbreaks in child care facilities, and provides on-site health consultation.

- (REQUIRED) State/territory agency responsible for employment services/workforce development.

Describe the coordination goals and process:

The CCDF Lead Agency, Division of Public Assistance (DPA), which includes the Child Care Program Office (CCPO), is also the Temporary Assistance for Needy Families (TANF) agency for the State of Alaska and works closely with Work Services Providers in developing job opportunities for all Alaskans, while focusing on families

on TANF. Child Care is acknowledged as a necessary support for families entering and remaining in the work force. Information about child care resources is available at DPA Field Services offices throughout the state. Work Services Providers receive child care information training for use as part of their resource portfolio to work with families. Work Services Providers request child care coverage for Parent's Achieving Self-Sufficiency (PASS) I families through Child Care Assistance Program (CCAP) grantees of the CCDF Lead Agency. Grantee staff issue authorizations (certificates) for families receiving PASS I child care assistance. The CCPO oversees the grant for an on-site child care center in a busy DPA Field Services Office in downtown Anchorage. The child care center is operated by the local Child Care Resource and Referral (CCR&R) Agency. This partnership allows the CCR&R to provide consumer education and child care referrals to customers of the DPA office. It also allows the participants to participate in self-sufficiency services.

- (REQUIRED) State/territory agency responsible for public education, including prekindergarten (preK).

Describe the coordination goals and process:

The CCDF Lead Agency, Child Care Program Office (CCPO), coordinates with the Department of Education and Early Development (DEED) through regular and ongoing meetings with the leadership. The goals around these meetings are to coordinate and align efforts to support the field and keep each other informed on federal and state requirements. Additionally, the CCDF Lead Agency and the leadership of DEED both participate in the states coordinating council as well as other early care and learning systems councils such as Learn & Grow, Alaska's Quality Recognition and Improvement System, and the System for Early Education and Development to ensure coordination and collaboration.

- (REQUIRED) State/territory agency responsible for child care licensing.

Describe the coordination goals and process:

The CCDF Lead Agency, Child Care Program Office (CCPO), is responsible for child care licensing. The Child Care Licensing Program coordinates with all appropriate entities depending on subject. Coordination with entities includes the Child Care Assistance Program (CCAP); Child Care Grant Program; Alaska Inclusive Child Care Program (Alaska IN!); Child Care Resource & Referral; Child Care Assistance Program grantees; Municipality of Anchorage Child Care Licensing Program grantee;

Early Head Start and Head Start; AIAN CCDF Tribal Organizations; state departments; Alaska's professional development system, System for Early Education Development (SEED); Alaska's Quality Recognition and Improvement System (QRIS)- Learn & Grow; etc.

The goals of coordination as applicable include alignment and consistency of the administration of programs, regulations, policies and procedures, forms, notices, service delivery, and monitoring and oversight, and recruitment and retention efforts.

- (REQUIRED) State/territory agency responsible for the Child and Adult Care Food Program (CACFP) and other relevant nutrition programs.

Describe the coordination goals and process:

The CCDF Lead Agency, Child Care Program Office (CCPO), lists information for the Child and Adult Care Food Program (CACFP) and provides a link on the website so child care providers may apply for services through the program. The CCPO provides CACFP brochures and/or referrals to licensed providers if requested.

The CCDF Lead Agency, CCPO, Child Care Licensing Program and CACFP coordinate, as applicable, regarding proposed program changes, health and safety inspections, reports of concern, investigations, etc.

- (REQUIRED) McKinney-Vento state coordinators for homeless education and other agencies providing services for children experiencing homelessness and, to the extent practicable, local McKinney-Vento liaisons.

Describe the coordination goals and process:

The CCDF Lead Agency, Child Care Program Office (CCPO), has conducted outreach to the McKinney-Vento state coordinator and local liaisons and provides Child Care Assistance and Alaska Inclusive Child Care Program information to the school coordinators statewide. Goals include increased awareness of programs administered by the CCDF Lead Agency and opportunity for increased collaboration and coordination with the McKinney-Vento state coordinator and local McKinney-Vento liaisons during the 2019-2021 CCDF plan cycle.

- (REQUIRED) State/territory agency responsible for the Temporary Assistance for Needy Families program.

[Describe the coordination goals and process:](#)

The CCDF Lead Agency, the Child Care Program Office (CCPO), is housed within the Division of Public Assistance (DPA) where the Temporary Assistance for Needy Families (TANF) Program is also administered. The CCDF State Administrator serves on the DPA Leadership Team and attends regular management meetings. Quality and accessible child care is an integral part of the Division's mission and child care continues its integration into the work of the Division. The co-location of child care programs and the TANF agency in the same division has allowed the Child Care Assistance Program for TANF families and the Child Care Assistance Program for non-TANF families to be better integrated and aligned. Three Public Assistance Analysts' within the CCPO work with Parents Achieving Self-Sufficiency (PASS) I, the child care assistance part of TANF by: providing training, technical assistance and policy clarification to any entity which administers PASS I, which may be located in the Division of Public Assistance or be a Work Services Provider or grantee; participating as needed on monitors for work services for the child care portion; attending regular partners meetings with Work Services Providers; and teleconferencing regularly with DPA staff. CCAP grantees assist the coordination of families transitioning to and from PASS I. Accounting staff within the CCPO and CCAP grantees work with PASS I by receiving billings and making payments to PASS I providers statewide. PASS I child care assistance has been integrated into the Child Care Assistance Program Policies and Procedures Manual. This coordination facilitates increased supply of full-day/ full-year services; aligned eligibility policies; blended funding; and access to more training and technical assistance resourced shared across agencies.

[\(REQUIRED\) Agency responsible for Medicaid and the state Children's Health Insurance Program.](#)

[Describe the coordination goals and process:](#)

The CCDF Lead Agency, the Child Care Program Office (CCPO), is housed within the Division of Public Assistance (DPA). DPA Field Services staff determine eligibility for Medicaid and the state Children's Health Insurance Program. The CCPO Program Manager/State Administrator is part of the DPA Leadership Team where opportunities to share information and to coordinate across the programs administered by the Division occur.

Goals include increased awareness of programs administered by the CCDF Lead

Agency and connection to Medicaid and the state Children's Health Insurance Program and opportunity for collaboration and coordination during the 2019-2021 CCDF plan cycle.

(REQUIRED) State/territory agency responsible for mental health

Describe the coordination goals and process:

The CCDF Lead Agency, Child Care Program Office (CCPO), coordinates with the agencies responsible for mental health areas concerning children. These are the Division of Behavioral Health, Operations Manager and Program Coordinator; and the Office of Children's Services, Early Childhood Comprehensive Systems Program Manager. Links to both agencies and their mental health programs for children are listed on the CCPO's website.

Goals include increased awareness of programs administered by the CCDF Lead Agency and connection to the Division of Behavioral Health and the Office of Children's Services and opportunity for collaboration and coordination during the 2019-2021 CCDF plan cycle.

(REQUIRED) Child care resource and referral agencies, child care consumer education organizations, and providers of early childhood education training and professional development.

Describe the coordination goals and process:

The CCDF Lead Agency, Child Care Program Office (CCPO), coordinates with the Child Care Resource and Referral Agency, through regular and on-going meetings. Additionally, the CCPO and thread staff participate jointly on several early care and learning committees including but not limited to Alaska's Early Childhood Coordinating Council; Strengthening Families Leadership Team; System for Early Education Development (SEED) Professional Development Committee; and Learn & Grow, Alaska's Quality Recognition and Improvement System (QRIS) Stakeholder Committee; which ensures consistency and alignment to goals. thread ensures delivery of services to families to include expanding accessibility and continuity of care and to assist families in receiving full-day services that meet the needs of working families. CCPO and thread also coordinate efforts in enhancing and aligning the quality of services for infants and toddlers through school-age children; linking comprehensive services to children in child care or school-age settings; and

developing the supply of quality care for vulnerable populations (as defined by the CCDF Lead Agency) in child care and out-of-school time settings.

- (REQUIRED) Statewide afterschool network or other coordinating entity for out-of-school time care (if applicable).

Describe the coordination goals and process:

The CCDF Lead Agency, Child Care Program Office (CCPO), coordinates with the Alaska Afterschool Network to support the school age population in access to quality care outside of school hours. This work includes aligning supports, resources, and systems for child care with the school age population. Additionally, both CCPO and Alaska's Afterschool Network director participate jointly on several early care and learning committees including but not limited to: Alaska's Early Childhood Coordinating Council; System for Early Education Development (SEED) Professional Development Committee; and Learn & Grow, Alaska's Quality Recognition and Improvement System (QRIS) Executive and Stakeholder Committees, which ensures consistency and alignment to goals.

- (REQUIRED) Agency responsible for emergency management and response.

Describe the coordination goals and process:

The CCDF Lead Agency, Division of Public Assistance (DPA), which includes the Child Care Program Office (CCPO) has developed a disaster response plan, disaster response field guide, and Continuity of Operations Plan (COOP). The CCPO has worked in partnership with DPA leadership to include information applicable to child care in each of these documents. The DPA Disaster Response Plan and COOP were developed in collaboration with human services agencies, the state emergency management agency, state child care licensing agencies, and public health.

The CCDF Lead Agency has developed an addendum to the DPA Disaster Response Guide to ensure full compliance with CCDF requirements. Once the document is finalized, the disaster response plan, disaster response field guide, and COOP will be coordinated with staff, grantees, partner agencies, and Alaska's Early Childhood Coordinating Council (AECCC).

The following are examples of optional partners a state might coordinate with to provide

services. Check all that apply.

- State/territory/local agencies with Early Head Start - Child Care Partnership grants.

Describe

The CCDF Lead Agency, Child Care Program Office (CCPO) participates in monthly Alaska Head Start Association Director's meetings to include Early Head Start - Child Care Partnership grantees, to stay abreast of Head Start program requirements and provide updates to state requirements.

- State/territory institutions for higher education, including community colleges

Describe

The CCDF Lead Agency, Child Care Program Office (CCPO) coordinates and collaborates with the University of Alaska System on supporting the workforce in receiving higher education in Early Childhood Education. Through a Reimbursable Service Agreement (RSA) with the University of Fairbanks Alaska, the CCPO provides scholarship funds for students that are established and working within the early childhood field in a licensed child care facility within the State of Alaska.

- Other federal, state, local, and/or private agencies providing early childhood and school-age/youth-serving developmental services.

Describe

- State/territory agency responsible for implementing the Maternal and Child Home Visitation programs grant.

Describe

The CCDF Lead Agency, Child Care Program Office (CCPO), participates in the Governor's Council on Disabilities and Special Education Early Intervention Committee monthly meetings, which includes representation from Women's, Children's and Family Health to improve communication and coordination of services.

- Agency responsible for Early and Periodic Screening, Diagnostic, and Treatment.

Describe

The CCDF Lead Agency, Child Care Program Office (CCPO), participates in the

Governor's Council on Disabilities and Special Education Early Intervention Committee monthly meetings which includes Women's, Children's and Family Health who provide genetic and specialty clinics to improve access to care for children in need and universal newborn hearing screening. Additionally, the Senior and Disabilities Services (SDS) also participates in these meetings. SDS houses the Alaska Infant Learning Program (ILP). The CCDF Lead Agency has a memorandum of agreement with the ILP to provide free developmental screening and tools to families. The CCDF Lead Agency engages in quarterly meetings with the ILP for coordination and collaboration.

[State/territory agency responsible for child welfare.](#)

[Describe](#)

The CCDF Lead Agency, Child Care Program Office (CCPO), coordinates with the Office of Children's Services for the administration of the Child Care Assistance Program for children in foster care and child protective services. This coordination includes agreement to provide funding through a Reimbursable Service Agreement (RSA).

Goals include increased access to licensed child care; alignment of the CCDF Lead Agency Child Care Assistance Program with the Office of Children's Services Child Care Assistance Program, including policies and procedures and program rates; and streamlined data collection and reporting.

[State/territory liaison for military child care programs.](#)

[Describe](#)

The CCDF Lead Agency, Child Care Program Office (CCPO), participates in meetings to address potential child care needs, options and child care assistance options regarding the anticipated increase of the military members and families in Alaska.

[Provider groups or associations.](#)

[Describe](#)

[Parent groups or organizations.](#)

Describe

Other.

Describe

1.5 Optional Use of Combined Funds, CCDF Matching and Maintenance-of-Effort Funds

Optional Use of Combined Funds:

States and territories have the option to combine CCDF funds with any program identified as required in 1.4.1. These programs include those operating at the federal, state, and local levels for children in preschool programs, tribal early childhood programs, and other early childhood programs, including those serving infants and toddlers with disabilities, children experiencing homelessness, and children in foster care (658E(c)(2)(O)(ii)). Combining funds could include blending multiple funding streams, pooling funds, or layering funds together from multiple funding streams to expand and/or enhance services for infants, toddlers, preschoolers and school-age children and families to allow for the delivery of comprehensive quality care that meets the needs of children and families. For example, state/territory agencies may use multiple funding sources to offer grants or contracts to programs to deliver services; a state/territory may allow a county/local government to use coordinated funding streams; or policies may be in place that allow local programs to layer CCDF funds with additional funding sources to pay for full-day, full-year child care that meets Early Head Start/Head Start Program Performance Standards or state/territory prekindergarten requirements in addition to state/territory child care licensing requirements.

As a reminder, CCDF funds may be used in collaborative efforts with Head Start programs to provide comprehensive child care and development services for children who are eligible for both programs. In fact, the coordination and collaboration between Head Start and CCDF is strongly encouraged by sections 640(g)(1)(D) and (E); 640(h); 641(d)(2)(H)(v); and 642(e)(3) of the Head Start Act in the provision of full working day, full calendar year comprehensive services. To implement such collaborative programs, which share, for example, space, equipment, or materials, grantees may layer several funding streams so that seamless services are provided (Policy and Program Guidance for the Early Head Start ' Child Care Partnerships:

https://www.acf.hhs.gov/sites/default/files/occ/acf_im_ohs_15_03.pdf
).

1.5.1 Does the Lead Agency choose to combine funding for CCDF services for any required early childhood program (98.14(a)(3))?

No (If no, skip to question 1.5.2)

Yes. If yes, describe at a minimum:

a) How you define "combine"

The CCDF Lead Agency, the Child Care Program Office (CCPO), defines "combine" as bringing together of allowable and available resources.

b) Which funds you will combine

Temporary Assistance for Needy Families (TANF), State of Alaska General Funds, and CCDF funds.

c) Your purpose and expected outcomes for combining funds, such as extending the day or year of services available (i.e., full-day, full-year programming for working families), smoothing transitions for children, enhancing and aligning quality of services, linking comprehensive services to children in child care or developing the supply of child care for vulnerable populations

The CCDF Lead Agency, the Child Care Program Office (CCPO), combines Temporary Assistance for Needy Families (TANF) funds with CCDF funds to maximize the number of children and families that can be served. Additionally, State General Funds assist with administrative costs associated with service delivery above the 5% allowed for CCDF and to meet Maintenance of Effort and Matching requirements.

d) How you will be combining multiple sets of funding, such as at the State/Territory level, local level, program level?

Temporary Assistance for Needy Families (TANF) Direct Services and TANF Transfers to CCDF, as well as State General Funds will be combined at the State level to maximize service delivery of programs administered by the CCDF Lead Agency, Child Care Program Office (CCPO).

e) How are the funds tracked and method of oversight

Funds are tracked at the State level through the Integrated Child Care Information

System (ICCIS) and Integrated Resource Information System (IRIS). Reports pulled from these systems as well as monthly, quarterly and annual audits and reporting facilitate oversight of expenditures.

1.5.2 Which of the following funds does the Lead Agency intend to use to meet the CCDF matching and MOE requirements described in 98.55(e) and 98.55(h)?

Note:

The Lead Agency must check at least public and/or private funds as matching, even if preK funds also will be used.

Use of PreK for Maintenance of Effort: The CCDF final rule clarifies that public preK funds may also serve as maintenance-of-effort funds as long as the state/territory can describe how it will coordinate preK and child care services to expand the availability of child care while using public preK funds as no more than 20 percent of the state's or territory's maintenance of effort or 30 percent of its matching funds in a single fiscal year (FY) (98.55(h)). If expenditures for preK services are used to meet the maintenance-of-effort requirement, the state/territory must certify that it has not reduced its level of effort in full-day/full-year child care services (98.55(h)(1); 98.15(a)(6)).

Use of Private Funds for Match or Maintenance of Effort: Donated funds do not need to be under the administrative control of the Lead Agency to qualify as an expenditure for federal match. However, Lead Agencies do need to identify and designate in the state/territory Plan the donated funds given to public or private entities to implement the CCDF child care program (98.55(f)).

- N/A - The territory is not required to meet CCDF matching and MOE requirements
- Public funds are used to meet the CCDF matching fund requirement. Public funds may include any general revenue funds, county or other local public funds, state/territory-specific funds (tobacco tax, lottery), or any other public funds.

-- If checked, identify the source of funds:

State of Alaska General Funds

-- If known, identify the estimated amount of public funds that the Lead Agency will receive: \$ 7738900

- Private donated funds are used to meet the CCDF matching funds requirement. Only private funds received by the designated entities or by the Lead Agency may be counted for match purposes (98.53(f)).

-- If checked, are those funds:

- donated directly to the State?
 donated to a separate entity(ies) designated to receive private donated funds?

-- If checked, identify the name, address, contact, and type of entities designated to receive private donated funds:

-- If known, identify the estimated amount of private donated funds that the Lead Agency will receive: \$

- State expenditures for preK programs are used to meet the CCDF matching funds requirement.

If checked, provide the estimated percentage of the matching fund requirement that will be met with preK expenditures (not to exceed 30 percent):

-- If the percentage is more than 10 percent of the matching fund requirement, describe how the State will coordinate its preK and child care services:

-- If known, identify the estimated amount of preK funds that the Lead Agency will receive for the matching funds requirement: \$

-- Describe the Lead Agency efforts to ensure that preK programs meet the needs of working parents:

- State expenditures for preK programs are used to meet the CCDF maintenance-of-effort requirements. If checked,
-- The Lead Agency assures that its level of effort in full-day/full-year child care services has not been reduced, pursuant to 98.55(h)(1) and 98.15(6).

- No
 Yes

-- Describe the Lead Agency efforts to ensure that preK programs meet the needs of working parents:

- Estimated percentage of the MOE Fund requirement that will be met with preK expenditures (not to exceed 20 percent):
- If the percentage is more than 10 percent of the MOE requirement, describe how the State will coordinate its preK and child care services to expand the availability of child care:

- If known, identify the estimated amount of preK funds that the Lead Agency will receive for the MOE Fund requirement: \$

1.6 Public-Private Partnerships

Lead Agencies are required to describe how they encourage public-private partnerships among other public agencies, tribal organizations, private entities, faith-based organizations, businesses or organizations that promote business involvement, and/or community-based organizations to leverage existing service delivery (i.e., cooperative agreement among providers to pool resources to pay for shared fixed costs and operation) (658E(c)(2)(P)). ACF expects these types of partnerships to leverage public and private resources to further the goals of the CCDBG Act. Lead Agencies are required to demonstrate how they encourage public-private partnerships to leverage existing child care and early education service-delivery systems and to increase the supply and quality of child care services for children younger than age 13, for example, by implementing voluntary shared service alliance models (98.14(a)(4)).

1.6.1 Identify and describe the entities with which and the levels at which the state/territory is partnering (level-state/territory, county/local, and/or programs), the goals of the partnerships, the ways that partnerships are expected to leverage existing service-delivery systems, the method of partnering, and examples of activities that have resulted from these partnerships (98.16(d)(2)).

The CCDF Lead Agency, the Child Care Program Office (CCPO), collaborates and coordinates with Best Beginnings, a public-private partnership that mobilizes people and resources to ensure all Alaskan children begin school ready to succeed. Additionally, the CCPO collaborates with Help Me Grow Alaska, which is a system under the ALL Alaska Pediatric Partnership that connects children and families with the services they need. The call center for Help Me Grow is housed and managed at thread, Alaska's statewide Child

Care Resource and Referral Network. This collaboration aligns and leverages referral services for both access to child care needs as well as children's health care needs. CCPO staff and staff from both Best Beginnings and Help Me Grow Alaska participate jointly on several early care and learning regular committees to increase supply and quality of child care services, including but not limited to: Alaska's Early Childhood Coordinating Council; Strengthening Families Leadership Team; System for Early Education Development (SEED) Professional Development Committee; and Learn & Grow, Alaska's Quality Recognition and Improvement System (QRIS) Stakeholder Committee.

1.7 Coordination With Local or Regional Child Care Resource and Referral Systems

Lead Agencies may use CCDF funds to establish or support a system of local or regional child care resource and referral (CCR&R) organizations that is coordinated, to the extent determined by the state/territory, by a statewide public or private non-profit, community-based or regionally based, lead child care resource and referral organization (such as a statewide CCR&R network) (658E(c)(3)(B)(iii); 98.52).

- If Lead Agencies use CCDF funds for local CCR&R organizations, the local or regional CCR&R organizations supported by those funds must, at the direction of the Lead Agency, provide parents in the State with consumer education information concerning the full range of child care options (including faith-based and community-based child care providers), analyzed by provider, including child care provided during non-traditional hours and through emergency child care centers, in their area.
- To the extent practicable, work directly with families who receive assistance to offer the families support and assistance to make an informed decision about which child care providers they will use to ensure that the families are enrolling their children in the most appropriate child care setting that suits their needs and one that is of high quality (as determined by the Lead Agency).
- Collect data and provide information on the coordination of services and supports, including services under Section 619 and Part C of the Individuals with Disabilities Education Act;
- Collect data and provide information on the supply of and demand for child care services in

areas of the state and submit the information to the State;

- Work to establish partnerships with public agencies and private entities, including faith-based and community-based child care providers, to increase the supply and quality of child care services in the state and, as appropriate, coordinate their activities with the activities of the state Lead Agency and local agencies that administer funds made available through CCDF (98.52(b)).

Nothing in the statute or rule prohibits States from using CCR&R agencies to conduct or provide additional services beyond those required by statute or rule.

Note: Use 1.7.1 to address if a state/territory funds a CCR&R organization, what services are provided and how it is structured and use section 7.6.1 to address the indicators of progress met by CCR&R organizations if they are funded by quality set-aside funds.

1.7.1 Does the Lead Agency fund a system of local or regional CCR&R organizations?

No. The state/territory does not fund a CCR&R organization(s) and has no plans to establish one.

Yes. The state/territory funds a CCR&R system. If yes, describe the following:

a) What services are provided through the CCR&R organization?

The following details the services provided through thread and other activities for which the CCPO collaborates with thread:

1. Provide families with information on a full range of child care options (including faith-based, community-based child care centers and family child care homes, nontraditional hours and emergency child care centers) in their local area or region.

thread provides families with information on a full range of child care options in their community through the "Find Early Care & Learning in Alaska" on-line tool from their website. This tool is an individualized search from thread's database and provides program information including:

- Type of care (including if a licensed or Head Start program);
- Distance (miles within the family's local community);

- Ages served;
- Days and hours of operation;
- Annual schedule;
- Environment (such as faith based, circle/story time, fenced yard, field trips, limited TV, planned activities, outdoor equipment, and pet free);
- Safety certifications/training;
- Transportation options;
- Meals, if provided; and
- Types of financial assistance, if accepted (such as military, TANF, Tribal, Office of Children's Services if a child is in child protective custody).

thread answers many important questions about the child care programs in their database such as vacancies, fees, policies, and caregiver experience. Early care and education referrals are also made accessible through a toll free telephone number, or by emailing or faxing a referral form. thread also provides enhanced referrals to families with children who may have special needs.

2. To the extent practicable, work directly with families who receive child care assistance to offer the families support and assistance in making an informed decision about child care options in an effort to ensure families are enrolling their children in the most appropriate child care setting to suit their needs and that is of high quality as determined by the State/Territory.

Every family is referred to thread during the child care assistance application process for child care search and referral services to assist families in enrolling their children in the most appropriate child care setting to suit their needs, and that is of high quality. thread works directly with families to provide an individualized list of early care and education programs based on their specific needs. thread offers information on:

- Selecting quality child care, preschool, or Head Start programs;
- Information on Quality Indicators including teacher/child ratio, staff qualifications and training, and family involvement;
- Understanding different types of care settings;
- Qualifications of early care and education providers;
- Current program vacancy information;
- Customized referrals for families who have children with special needs;

- Tips on working with your child's teacher; and
- Other community resources.

thread also offers guidance for parents on how to identify and choose quality care and education program through materials such as the "Quality Care Card" and the "Quality Early Care & Education: A Guide for Alaska's Families". Other resources for parents include:

- Child development and parenting workshops;
- Networking opportunities with other families;
- Free lending library, including books on parenting, children's books, and toys; and
- Personalized support and information around parenting issues, child development, and community referrals through the "thread line service"

3. Collect data and provide information on the coordination of services and supports, including services provided through the Individuals with Disabilities Education Act for children with disabilities.

thread collaborates with the CCPO to provide consultation, resources, and referrals for children with disabilities participating in the Alaska Inclusive Child Care Program (Alaska IN!). thread's website contains links to Alaska IN!, administered by the CCPO to give extra support to families with children who have special needs in accessing inclusive care and offer supplemental funding to providers for training, needed accommodations, and support to help them meet the child's individual needs. The purpose of Alaska IN! is to enhance the skills of the child care provider, promote inclusive child care practices in child care settings, and ensure families participating in the Child Care Assistance Program, including children with special needs, have access to child care. This also helps ensure children with special needs have a stable and consistent child care provider who can meet their individual needs.

thread coordinates with the CCPO to provide the following for families applying for and participating in Alaska IN!:

- Providing outreach, education, and enhanced referral services to parents of children with special needs regarding child care options;
- Providing child care resource and referral resources to the provider and/or parent when additional needs are identified;

- Providing referrals for additional resources not offered by thread to the provider and/or parent when additional needs are identified;
 - Conducting on-site observation of the identified child while in care with the child care provider;
 - Consulting with the child care provider and parent in the development of the Child Care Provider Inclusion Plan to ensure the accommodations and/or training identified meet the child's specific needs;
 - Increasing caregiver knowledge and expertise in the care of children with special needs;
 - Prioritizing and providing technical assistance, training, and support to providers who care for children with special needs;
 - Recruiting and training child care providers to increase capacity to care for children with special needs;
 - Maintaining a file for each child that contains the supporting documentation of the recommendations made for additional services needed for the Child Care Provider Inclusion Plan;
 - Assisting providers to implement child specific inclusionary practices; and
 - Contacting the CCPO or Municipality of Anchorage child care licensing office, depending on the provider's location, when a concern is identified.
- thread's website also contains links to the Child Care Assistance Program and the Alaska IN! brochure. Data regarding Alaska IN! is housed with the CCPO.

4. Collect data and provide information on the supply of and demand for child care services in local areas or regions of the State/Territory and submit such information to the State/Territory.

thread collects data on the supply and demand through its child care provider database. Providers offer their information voluntarily to this database, fulfilling on the available supply in communities. Through the "Find Early Care & Learning in Alaska" on-line tool, thread provides families with information on a full range of child care options in their community. This tool is an individualized search from thread's database and provides program information including:

- Type of care (including if a licensed or Head Start program);
- Distance (miles within the family's local community);
- Ages served;
- Days and hours of operation;

- Annual schedule;
- Environment (such as faith based, circle/story time, fenced yard, field trips, limited TV, planned activities, outdoor equipment, and pet free);
- Safety certifications/training;
- Transportation options;
- Meals, if provided; and
- Types of financial assistance, if accepted (such as military, TANF, Tribal, Office of Children's Services if a child is in child protective services).

thread also provides information in their database such as vacancies, fees, policies, and caregiver experience. Early care and education referrals are also made accessible through a toll free telephone number, or by emailing or faxing a referral form.

thread follows supply and demand trends by tracking the ratio of children who have all of the adults in their household in the workforce (census data) compared to the number of licensed/regulated spaces. Aggregate data is provided to the CCPO on a quarterly and annual basis regarding supply and demand for communities with the highest need where thread provides services.

5. Work to establish partnerships with public agencies and private entities, including faith-based and community-based child care centers and family child care homes providers, to increase the supply and quality of child care services in the State/Territory.

thread has established partnerships with public agencies and private entities such as the CCPO, Head Start and Early Head Start, Best Beginnings, Association for the Education of Young Children (AYEC), AIAN CCDF Tribal organizations, school districts, communities (including rural areas) and cities, social service agencies, and others to provide updated resource information for families and child care providers. Community events and conferences are listed on thread's website as well as made available through regular announcements to families, providers, and the public. These efforts work to increase supply and quality of child care services through consumer education and trainings.

Partnerships with early care and education programs promote recruitment and retention through technical assistance and consultation efforts. In addition, thread has

worked to establish two community-based centers in Fairbanks Alaska: Thrivalaska Birth to 5 Head Start, and Thrivalaska School Age Program.

thread houses Alaska's early childhood professional development system, known as the System for Early Education Development (SEED). thread also provides professional development opportunities through support and funding to child care providers participating in SEED, including those in licensed Centers, Group Homes, Homes and license exempt providers receiving CCDF payments to increase quality of child care services.

6. As appropriate, coordinate their activities with the activities of the CCDF Lead Agency and/or local agencies that administer CCDF.

thread coordinates and collaborates with the CCPO regarding many activities and committees.

1. The System for Early Development Committee (SEED), which includes workgroups for:

- SEED Registry: thread manages the statewide early childhood professional registry tracking professional development achievements and advancements for over 2000 early educators and Infant Learning professionals.
- SEED Career Ladder: thread manages the SEED Career Ladder. In partnership with the CCPO and other professional development entities including higher education, thread ensures the career ladder supports professional development advancement through multiple pathways. The Alaska SEED Career Ladder is a path articulating advancement in the early care and learning profession and is common to professionals in licensed child care centers, homes, or group homes, school district Pre-Elementary and Elementary schools, private Pre-Elementary and Elementary schools, military child care, tribal child care, Early Head Start/Head Start, and in-home visiting. The SEED Career Ladder is an active document that is reviewed and updated by the SEED Professional Development Committee every two years, and was most recently updated in 2015.
- Alaska's Core Knowledge and Competencies: thread and the CCPO have collaborated to implement Alaska's Core Knowledge and Competencies and ensure these align with the SEED Career Ladder.

- The SEED Professional Development Committee has a subcommittee of members specifically for looking at data, conducting research, and making recommendations for updates to the SEED Career Ladder, or aligning credentials and trainings of other programs.

- SEED Training and Trainer Approval System: thread manages the SEED Training and Trainer Approval System currently in development to help strengthen the quality of training available and offered in Alaska. thread has collaborated with the CCPO to design and implement the Training Approval System in July 2016. The mission of the Training Approval System in Alaska is to increase compensation and benefits for the early care and learning workforce and to improve the quality and content of training and education for the early care and learning workforce. Building a comprehensive training approval system increases the consistency of training content and qualifications across the state. The design process has also been inclusive of many training entities in Alaska including higher education, the Family Child Care Association, the early childhood conference organizers, the After School Network, and other school age stakeholders.

2. Professional Development Reimbursements and Travel Grants: thread manages funds to support financial reimbursements to early educators with qualifying professional development expenses. These funds are designed to support a continuum of accessing higher education and advanced professional development opportunities. Additionally, these resources reduce financial barriers for accessing professional development opportunities.

3. thread and the CCPO have collaborated in the design, development, and implementation of Learn and Grow, Alaska's Quality Recognition and Improvement System. Learn & Grow launched in July of 2016 to help advance and support continuous quality improvement in licensed early care and learning programs. thread has coordinated with the CCPO to provide Learn & Grow orientations at all of the statewide National Association for the Education of Young Children (NAEYC) Conferences and to make a monthly orientation webinar available for child care providers and interested families.

4. thread receives a grant from the CCPO to provide child care services to clients accessing Division of Public Assistance programs. The child care space is located within the Gambell Field Services location in Anchorage and is available for use by any family receiving services in the building.

5. thread works to support Child Care Resource and Referral services for all early care and learning programs including tribal child care programs. thread has worked to develop outreach materials and build relationships with tribal child care programs and associated tribes with the goal to share and optimize resources and strengthen our early care and learning system. thread currently partners with Cook Inlet Tribal Council, Artic Slope Native Association, and Bristol Bay Native Association to coordinate professional development training for their early child professionals as well as through providing technical assistance to support their efforts in continuous quality improvement.

6. thread partners with the CCPO to join Child Care Licensing Chats or collaborate on trainings when possible. Child Care Licensing and thread also have monthly meetings to collaborate and share information.

7. thread also coordinates with and informs the CCPO of events and outreach available in communities on a regular basis through meetings, announcements, newsletters, and on their website.

b) How are CCR&R services organized, include how many agencies, if there is a statewide network and if the system is coordinated?

The CCDF Lead Agency, the Child Care Program Office (CCPO), administers child care resource and referral services via a grant with Alaska's statewide Child Care Resource and Referral Network, thread. thread sub-grants to Thrivalaska in Fairbanks, serving Interior/Northern Alaskan communities and the Association for the Education of Young Children-Southeast Alaska (AEYC-SEA) in Juneau, serving communities in Southeast Alaska.

1.8 Disaster Preparedness and Response Plan

Lead Agencies are required to establish a Statewide Child Care Disaster Plan (658E(c)(2)(U)). They must demonstrate how they will address the needs of children including the need for safe child care, before, during, and after a state of emergency declared by the Governor or a major disaster or emergency (as defined by Section 102 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. 5122) through a Statewide Disaster Plan that, for a State, is developed in collaboration with the State human services agency, the State emergency management agency, the State licensing agency, the State health department or public health department, local and State child care resource and referral agencies, and the State Advisory Council on Early Childhood Education and Care (designated or established pursuant to section 642B(b)(1)(A)(i) of the Head Start Act (42 U.S.C. 9837b(b)(1)(A)(i))) or similar coordinating body (98.16(aa)).

1.8.1 Describe how the Statewide Child Care Disaster Plan was developed in collaboration with the State human services agency, the State emergency management agency, the State licensing agency, the State health department or public health department, local and State child care resource and referral agencies, and the State Advisory Council on Early Childhood Education and Care or similar coordinating body:

The CCDF Lead Agency, Division of Public Assistance (DPA), which includes the Child Care Program Office (CCPO) has developed a disaster response plan, disaster response field guide, and Continuity of Operations Plan (COOP). The CCPO has worked in partnership with DPA leadership to include information applicable to child care in each of these documents. The DPA Disaster Response Plan and COOP were developed in collaboration with human services agencies, the state emergency management agency, state licensing agencies, and public health. CCPO collaborates and coordinates with Alaska's Child Care Resource and Referral Network, thread, regarding disaster response and preparedness in regards to roles and responsibilities and priorities.

The CCDF Lead Agency has developed an addendum to the DPA Response Guide to ensure full compliance with CCDF requirements. Once the document is finalized, the disaster response plan, field guide, and COOP will be coordinated with staff, grantees, partner agencies, and Alaska's Early Childhood Coordinating Council (AECCC). Coordination has not yet occurred with the AECCC as this group is in the process of identifying the council's

roles and responsibilities in relation to the agencies/plans for which the council is used in an advisory capacity.

1.8.2 Describe how the Statewide Disaster Plan includes the Lead Agency's guidelines for the continuation of child care subsidies and child care services, which may include the provision of emergency and temporary child care services during a disaster and temporary operating standards for child care after a disaster:

The CCDF Lead Agency, the Child Care Program Office (CCPO), has established continuation of child care subsidies and child care services during a disaster and temporary operating standards for child care after a disaster. During a disaster or emergency, CCPO's grantees: Municipality of Anchorage Child Care Licensing; Alaska's Child Care Resource and Referral Network, thread; and Child Care Assistance Program grantees; may be assisting with reunification of children, issuing, extending, or replacing child care benefits, and emergency temporary child care licensing. The CCPO in conjunction with regional Child Care Assistance Program grantees will continue to issue child care benefits or replace current child care benefits with current recipients through the Integrated Child Care Information System (ICCS) if systems are available. If systems are unavailable benefits will be issued, extended, or replaced, via copies, faxes, and/or phones. The CCPO in conjunction with thread will identify emergency shelters to set up child care services. The CCPO will make it a priority to issue emergency temporary child care licenses for facilities needing relocation due to the facility being inaccessible or hazardous to continue operations. The plan is dependent on geographical location of an emergency or disaster, state agency's operating effectively, and resources available to the state, department, division, and/or agency.

1.8.3 Describe Lead Agency procedures for the coordination of post-disaster recovery of child care services:

The CCDF Lead Agency, the Child Care Program Office (CCPO), will coordinate with grantees, partners, providers, and other state and federal government(s) in the rebuilding of child care. The rebuilding efforts will be focused on two components: retention and rebuilding of the child care provider network, and rebuilding the child care assistance program. For retention, Child Care Licensing staff would work with providers to assess their facilities and determine if it is operable, or what steps need to be taken to become operable. For recruitment, CCPO would work with local agencies and grantees to identify resources and share the opportunities to assist individuals in rebuilding or opening a child care facility. The CCPO will be requesting Technical Assistance (TA) around the development of detailed procedures for retention and recruitment after a disaster during this plan cycle and will update our disaster plan accordingly.

1.8.4 Describe how the Lead Agency ensures that providers who receive CCDF funds have the following procedures in place-evacuation; relocation; shelter-in-place; lockdown; communications with and reunification of families; continuity of operations; and accommodations for infants and toddlers, children with disabilities, and children with chronic medical conditions:

The CCDF Lead Agency, the Child Care Program Office (CCPO), requires child care providers to develop their own disaster and emergency preparedness plan as required by regulation (7 AAC 41 and 7 AAC 57) requiring adequate supplies, relocation of child care site, reunification of children with parents, conducting monthly emergency drills, shelter-in place, and accommodations for children with disabilities. Child Care Licensing staff monitor providers for compliance with these procedures while onsite conducting health and safety inspections. Any non-compliances identified are addressed with the provider following the applicable program policies and procedures.

1.8.5 Describe how the Lead Agency ensures that providers who receive CCDF funds have the following procedures in place for child care staff and volunteers-emergency preparedness training and practice drills as required in 98.41(a)(1)(vii):

The CCDF Lead Agency, the Child Care Program Office (CCPO), requires child care providers to orient staff to their emergency preparedness training and all child care providers to practice and document drills monthly except during periods of inclement weather.(7 AAC 41 and 7 AAC 57). Child Care Licensing staff monitor providers for compliance with these procedures while onsite conducting health and safety inspections. Any non-compliances identified are addressed with the provider following the applicable program policies and procedures.

1.8.6 Provide the link to the website where the statewide child care disaster plan is available:

<http://dpaweb.hss.state.ak.us/node/561>