

# Early Head Start

## Annual Report for Program Year 2008

July 1, 2008 – June 30, 2009



The Early Head Start program at Family Services offers:

- Weekly home visits by trained staff
- Child development and school readiness activities
- Prenatal education and support for pregnant women
- Family support
- Referrals for community resources such as food, clothing, health care, housing, childcare and employment
- Resources for children with special needs
- Monthly parent meetings and the opportunity to join the Policy Council
- Activities and socialization with other families in the program
- Transportation assistance for program activities
- A limited number of slots in the *Discovery Station Child Development Center*

The *Discovery Station Child Development Center* offers:

- A capacity of 14 children, 6 infants and 8 toddlers
- A nurturing environment for child from birth to age three
- Gives priority to parenting teens at Gaithersburg and Watkins Mill High Schools

### Program Enrollment

Total number of children and families served: **157**

Average monthly enrollment (as a percentage of funded enrollment): **75 (100%)**

Percentage of eligible children served: **Less than 5%\***

\*in Montgomery County in 2005 12,883 children under age six lived in families with incomes less than 200% of the Federal Poverty Line

### On-Going Monitoring

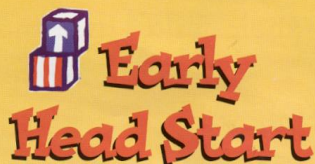
Results from the most recent On-site Triennial Monitoring Review, December 2006, indicate that all identified areas of noncompliance were remedied within the time allotted.

There were no material findings as a result of the most recent financial audit.

### Services to the Community

Percentage of enrolled children that received medical exams: **100%**

Percentage of enrolled children that received dental exams: **53%**



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## Parent Involvement Activities

In partnership with staff and Community Representatives, parents share governance of the program and are elected members of the Policy Council. This body is responsible for overall program planning, policies and procedures, funding applications, staff hiring recommendations, fiscal oversight, and service delivery. This year, 16 officers were elected to the Policy Council: 1 Community Rep, 1 Board member, and 14 parents.

Additional opportunities for parent involvement this year included:

- ❖ Family orientations
- ❖ Parent Training Workshops
- ❖ Fatherhood Activities
- ❖ Parent-Teacher Conferences
- ❖ Homework backpack activities
- ❖ Parent Meetings
- ❖ Home Visits
- ❖ Input into Individualized Child Development Plans
- ❖ Health Services Advisory Committee participation

## Preparing Children for Kindergarten

The Family Services Early Head Start philosophy is that parents are their child's first and most important teacher. Through our partnership with the Head Start and Prekindergarten division at Montgomery County Public Schools, parents learn about educational services available after transitioning out of the FSI Early Head Start program.

Staff assist parents as they transition into Head Start or other child care settings. A written transition plan is developed six months prior to each child's third birthday. The plan includes activities to assist parents in understanding what to expect in a new environment and how to transition to another preschool program. Activities may include parent education on school readiness, how to help their child adapt to changes in routine, and a visit to the new setting.

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## Financial Report

### FY09

#### **Public and Private Funds Received**

Fees/Grants – Federal (HHS ACF)	\$898,856
Fees/Grants – City and local	\$10,000
Fees/Grants – State (MSDE)	\$36,443
United Way	\$0
Other foundation support (MCCF)	\$5,000
In Kind Support	\$224,714
<b>Total Funding</b>	<b><u>\$1,175,013</u></b>

#### **Projected Federal Expenses**

Personnel (salaries, benefits, taxes)	\$722,715
Supplies and Equipment	\$2,463
Contractual	\$13,000
Other (occupancy, mileage, parent services)	\$62,759
Training and Technical Assistance	\$18,360
In Kind Support	\$224,714
<b>Sub-total</b>	<b><u>\$987,531</u></b>
Indirect costs (allowable)	\$79,003
Actual administrative costs	\$167,880
<b>Excess / Deficit on federal award</b>	<b><u>-\$88,877</u></b>