

CHILD CARE AND DEVELOPMENT FUND

For

Tribe: INTER-TRIBAL COUNCIL OF NEVADA, INC.

FFY 2012-2013



This Plan describes the CCDF program to be administered by the Tribes for the period 10/1/2011 – 9/30/2013. As provided for in the applicable statutes and regulations, the Tribal Lead Agency has the flexibility to modify this program at any time, including amending the options selected or described herein.

For purposes of simplicity and clarity, the specific provisions printed herein of applicable laws and regulations are sometimes paraphrases of, or excerpts and incomplete quotations from, the full text. The Tribal Lead Agency acknowledges its responsibility to adhere to them regardless of these modifications.

Public reporting burden for this collection of information is estimated to average 120 hours per response, including the time for reviewing instructions, gathering and maintaining the data needed, and reviewing the collection of information. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

(Form ACF 118-A; OMB Approval Number: 0970-0198, expires 05/31/2014)

CCDF Plan Effective Date: October 1, 2011
Amended Effective: [Insert Date as Amended]

TABLE OF CONTENTS

Part 1 – Administration

- Section 1.1 – Contact Information
- Section 1.2 – Administration through Contracts or Agreements
- Section 1.3 – Estimated Funding
- Section 1.4 – Indian Child and Indian Reservation or Service Area
- Section 1.5 – Consortium
- Section 1.6 – Program Integrity and Accountability

Part 2 – Developing the Child Care Program

- Section 2.1 – Consultation in the Development of the CCDF Plan
- Section 2.2 – Coordinating the Delivery of CCDF Services
- Section 2.3 – Public Hearing Process
- Section 2.4 – Public-Private Partnerships

Part 3 – Child Care Services Offered

- Section 3.1 – Description of Direct Child Care Services
- Section 3.2 – Payment System
- Section 3.3 – Limitations of In-Home Care
- Section 3.4 – Eligibility Criteria for Child Care
- Section 3.5 – Priority Rules for Children
- Section 3.6 – Payment Rates for Child Care Services
- Section 3.7 – Sliding Fee Scale(s)

Part 4 – Procedures for Parents

- Section 4.1 – How Families Apply for CCDF
- Section 4.2 – Description of Procedures for Unlimited Parental Access
- Section 4.3 – Record of Substantiated Parental Complaints

Part 5 – Activities and Services to Improve the Quality of Child Care

- Section 5.1 – Quality Improvement Activities
- Section 5.2 – Quality Improvement Goals

Part 6 – Health and Safety Requirements for Providers

- Section 6.1 – Standards for Categories of Care
- Section 6.2 – Compliance with Health and Safety Requirements
- Section 6.3 – Monitoring and Enforcement of Health and Safety Requirements

- Appendix 1 CCDF Program Assurances and Certifications
- Appendix 2 Child Count Declarations
- Appendix 3 Amendments Log
- Appendix 4 List of Certifications
- Appendix 5 Tribal Lead Agency Synopsis (Optional)

Required Attachments



Part 1 – Administration

This section provides information on how the CCDF program is administered, including the designated Tribal Lead Agency, funding information, the administrative structure, program integrity and accountability policies and strategies, coordination efforts, and procedures.

Section 1.1. Contact Information

1.1.1. Official Name of Tribe as listed in the Federal Register or Tribal Consortium

Name of the Tribe: INTER-TRIBAL COUNCIL OF NEVADA, INC.

Name of Tribal Chair/President/Leader: DARYL CRAWFORD

Title: ITCN EXECUTIVE DIRECTOR

Address: PO BOX 7440

City, State, Zip Code: RENO, NEVADA, 89510

Telephone Number: 775-355-0600

Fax Number: 775-355-0648

1.1.2. What is the Lead Agency designated by the Tribe or Tribal consortium to administer the CCDF program?

The agency shown below has been designated by the Tribe or Tribal consortium to represent the Tribe or Tribal organization as the Tribal Lead Agency. The Tribal Lead Agency agrees to administer the program in accordance with applicable Federal laws, regulations and in accordance with provisions of this Plan, including assurances and certifications appended hereto. (658D, 658E) See CCDF Assurances and Certifications (Appendix 1)

Name of Lead Agency: INTER-TRIBAL COUNCIL OF NEVADA, INC.

Address of Lead Agency: PO BOX 7440

City, State, Zip Code: RENO, NEVADA, 89510

Phone Number: 775-355-0600

Fax Number: 775-355-0648

Email Address and/or Web Address for Lead Agency: www.itcn.org

1.1.3. Who is the CCDF administrator?

Identify the CCDF Administrator, the day-to-day contact, with responsibility for administering the CCDF program. This person(s) will serve as the primary contact for ACF. 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 entity with administrative responsibilities and include contact information. (98.16(a) and (c) (1))



PLAN FOR: Inter-Tribal Council of Nevada, Inc

CHILD CARE & DEVELOPMENT FUND SERVICES

Plan Period 10/1/11 – 9/30/13

a) Contact Information for CCDF Administrator:

Name of Tribal CCDF Administrator: MICHAEL TINSLEY

Title of Tribal CCDF Administrator: ITCN CCDF PROGRAM MANAGER

Address of Tribal CCDF Administrator: PO BOX 7440 RENO, NV 89510

Phone Number: 775-355-0600

Public Phone Number (if different than above): _____

Fax Number: 775-355-5211

Email Address: MTINSLEY.ITCN@SDI.NET

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

Name of Tribal CCDF Co-Administrator: DESEREA QUINTANA

Title of Tribal CCDF Co-Administrator: GRANT WRITER/PUBLIC RELATIONS

Address of Tribal CCDF Co-Administrator: PO BOX 7440 RENO, NV 89510

Phone Number: 775-355-0600

Fax Number: 775-355-5211

Email Address: DESEREAQ.ITCN@SDI.NET

Description of the role of the CCDF Co-Administrator: WORKS DIRECTLY WITH CCDF PROGRAM MANAGER TO ENSURE ACCURACY AND ADMINISTRATION OF CCDF FUNDS.

Section 1.2. Administration through Contracts or Agreements

The Tribal Lead Agency has broad authority to administer the program through other governmental, non-governmental, or other public or private local agencies. Under the statute, the Tribal Lead Agency remains the single point of contact and retains overall responsibility for the administration of the CCDF program. (658D(b)(1)(A), 658E(c)(3)(C), 98.11, 98.16(c)(1))

Reminder: A consortium is not considered a non-governmental entity for purposes of this section, but an entity of the Tribe.

1.2.1. Will the Tribal Lead Agency directly administer and implement all programs funded under the Child Care and Development Fund? (98.16(c)(1))

Yes, the Tribal Lead Agency will administer and implement all of the programs funded with CCDF funds. (If Yes, go to Section 1.3.1)

No, the Lead Agency will not directly administer and implement ALL programs funded under the CCDF allocations. List the names of those agencies under the two options provided.



a) Provision of child care services, including the payment to child care providers.

Table 1.2.1.a. Name and Contact Information for Provision of Child Care Services			
Name of Administrative Entity:			

Address of Administrative Entity:			

Name and Title of the Administrator:			

Telephone:	(____) ____ - ____	Ext: ____	Fax Number: (____) ____ - ____
Email Address:	_____		

b) Activities to improve the quality of child care described in Part 5 of this Plan, if applicable.

Table 1.2.1.b. Name and Contact Information for Quality Child Care Activities			
Name of Administrative Entity:			

Address of Administrative Entity:			

Name and Title of the Administrator:			

Telephone:	(____) ____ - ____	Ext: ____	Fax Number: (____) ____ - ____
Email Address:	_____		

1.2.2. How will the Tribal Lead Agency maintain overall control of the CCDF-funded program administered and implemented by the entities other than the Tribal Lead Agency?

Describe: _____



Reminder: These descriptions should be 1-2 paragraphs or less and should provide sufficient detail to enable a reader to understand how this process works or will work.

Section 1.3. Estimated Funding

These are preliminary ESTIMATES for information and planning purposes and may increase or decrease once the final grant awards are issued. Put in the amounts of the total FY 2012 CCDF allocations (mandatory and discretionary) for the **one-year period (10/1/2011 thru 9/30/2012)** that will be available on all child care and related services including funds for direct services, non-direct services, administration, and quality. Do not include any carry-over funds, unobligated and/or unliquidated CCDF balances from previous years.

1.3.1. Estimated FY 2012 CCDF Funding Allocation

What is your expected level of funding for the first year of the FY 2012 – FY 2013 plan period? The Lead Agency estimates that the following amounts will be available for child care services and related activities during the 1-year period from October 1, 2011 through September 30, 2012. (98.13(a))

\$ 1,735,644 Estimated Federal Child Care & Development Fund

\$ _____ Other available funding

Reminder: Total administrative expenditures over the entire three-year liquidation period may not exceed 15% of total expenditures, not including the base amount.

1.3.2. Estimated Amount of Funds to be used for Construction or Renovation

This Application does not give approval to spend funds on construction or renovation. Funds for this purpose cannot be spent until a Tribe has applied for and received approval, through a separate application process, from the Administration for Children and Families.

As a part of the separate construction/ renovation application process, a Tribe must show that adequate facilities are not otherwise available to carry out child care programs, and that the lack of facilities will inhibit future program operations. Furthermore, a Tribe cannot reduce the level of child care services, as compared to the preceding fiscal year, in order to spend funds on construction or renovation. Procedures regarding the separate construction/renovation application process are contained in CCDF-ACF-PI-2010-03, dated April 7, 2010 and regulations at 45 CFR 98.2 and 98.84.



Will the Tribal Lead Agency use 2012 funds for construction?

Yes. The Tribal Lead Agency estimates that the following amount of CCDF funds awarded in FY 2012 will be used for construction or renovation purposes:

\$ _____ (Insert the amount you will set aside for construction from FY 2012 allocation).

No.

Section 1.4. Indian Child and Indian Reservation or Service Area

1.4.1. Child Count

The Tribal Lead Agency determines the number of Indian children, under age 13, who reside on or near the reservation, or service area. **The Tribal Lead Agency may not count any children who are included in the Child Count of another CCDF Tribal Lead Agency. The Tribal Lead Agency is required to confer with all other CCDF Tribal Lead Agencies that have overlapping or neighboring service areas.** (98.81(a)(4), 98.81(b)(4))

Complete and attach the “Child Count Declaration” at Appendix #2.

1.4.2. Indian Child

Identify which Indian child(ren) will be counted in your child count. (658O(c)(2)(B), 98.80(e), 98.81(b)(2)(i) and (ii), 98.81(b)(3)(ii), 98.81(b)(4))

Reminder: While Tribes have some flexibility in defining “Indian Child,” the definition must be limited to children from federally recognized Indian Tribes, consistent with the Child Care and Development Block Grant Act’s definition of Indian Tribe.

The Tribal Lead Agency defines Indian child as: a child, under the age of 13, who is a member of a federally recognized Indian tribe, eligible for membership in a federally recognized Indian tribe, is a descendent of a member of a federally recognized Indian tribe, or possesses a BIA certificate of degree or Indian blood card.

1.4.3. Indian Reservation or Service Area

Programs and activities are to be carried out for the benefit of Indian children living on or near the Indian reservation. The service area therefore must be within a reasonably close geographic proximity to the borders of a Tribe’s reservation (with the exception of Tribes in Alaska, California, and Oklahoma). Tribes that do not have reservations must establish service areas within reasonably close geographic proximity to the area where the Tribe’s



PLAN FOR: Inter-Tribal Council of Nevada, Inc

CHILD CARE & DEVELOPMENT FUND SERVICES

Plan Period 10/1/11 – 9/30/13

population resides. ACF will not approve an entire state as a Tribe's service area. (658O(c)(2)(B), 98.80(e), 98.81(b)(2)(i) and (ii), 98.81(b)(3)(ii), 98.83(b))

Reminder: Tribes can limit services within the reservation boundaries or can go beyond the reservation boundaries (Example: "permanent residence is within the reservation boundaries, however the participant is attending school outside of the reservation area", or "resides within 20 miles of the reservation boundaries", etc.).

The Tribal Lead Agency defines the Service Area as: The consortium members of ITCN will serve the designated reservation/colony and adjacent Native American Indian families within 15 - 100 mile radius of the entities, or as designated by each tribal community.

Section 1.5. Consortium

A consortium representing more than one Indian Tribe may be eligible to receive CCDF funds on behalf of a particular Tribe. The Consortium Lead Agency must list all participating Tribes and include an attachment with separate demonstrations (i.e. resolutions) from each Tribal consortium member indicating that the consortium has the authority to seek funding on behalf of its constituent Tribes. **If there is any change in the consortium membership, the Tribal Lead Agency must notify ACF through an amendment to the Plan.**

1.5.1. Are you a Tribal Consortium?

- Yes. If yes, a Tribal consortium must provide a list of its participating member Tribes and include demonstrations; for example, Tribal Resolutions from these participating members indicating that the consortium has the authority to seek funding on their behalf. (98.80(c)(1), 98.81(b)(8)(i))

These demonstrations are provided as Attachment (Enter Attachment #: A).

Reminder: For Alaska Native Regional Nonprofit Corporations, the list and demonstrations are for purposes of Discretionary Funds only.

- No. Skip to 1.6

- 1.5.2.** A Tribal consortium must describe how it coordinates services on behalf of its participating member Tribes. Include a brief summary of how the consortium is coordinating services (including direct services) on behalf of its participating members (or "constituent" members in the case of Alaskan entities). (98.81(b)(8)(ii), 98.83(c)(1))

Describe: The ITCN CCDF Program coordinates services on behalf of all its consortium tribes. Funding amounts are drawn up based upon the per-child amounts give from each tribe and issued to each community in form of a contract. The community decides based



PLAN FOR: Inter-Tribal Council of Nevada, Inc

CHILD CARE & DEVELOPMENT FUND SERVICES

Plan Period 10/1/11 – 9/30/13

upon the monies available, which type of program that would best suit their needs. Once the contract is received, the ITCN CCDF Staff meet with tribal officials to discuss the programs chosen, paperwork involved, reporting involved, eligibility criteria, and how the program operates.

This brief summary of the direct child care services funded by CCDF for each of its participating members is located in Attachment A.

Section 1.6. Program Integrity and Accountability

Program integrity is defined to include efforts established by a tribal government that ensure effective internal controls to reduce programmatic or financial risks in the administration of CCDF funds. The Tribal Lead Agency is responsible for designing internal controls systems to facilitate monitoring programs and services, ensuring compliance with the rules of the program, and overseeing the expenditure of all funds. Accountability measures should address strategies to strengthen program integrity and to reduce and prevent fraud and misspent funds. (98.11(b), 98.60(i))

Reminder: As the recipient of Federal funds, Tribal Lead Agencies are responsible for ensuring that adequate procedures are in place to ensure that funds reach eligible children and families. Tribal Lead Agencies have flexibility how to achieve this objective, including working with the Tribal fiscal office and other partners. Strengthening internal controls can improve the overall efficiency of the CCDF program, which can enhance services to parents and providers. These questions are being asked to gain a deeper understanding how Tribes are exercising their options to fulfill their responsibilities for program integrity and accountability.

1.6.1. What policies and procedures does the Tribal Lead Agency have in place that ensures the administration of CCDF funds is in accordance to all Federal and Tribal rules and regulations? For example, fiscal checks and balances, internal controls, ensuring adequate documentation exists for all transactions, including eligibility determinations, etc.

Describe: All required documentation is received, date-stamped, reviewed for required signatures, verified for accuracy and checked for any errors. The documents are then reviewed by the CCDF Eligibility Clerk who establishes eligibility. The case is then filed and distributed to the area coordinator who confirms that all information is correct and family is eligible for CCDF funds. A re-determination of family eligibility occurs ever four-months and the process for documenting and verifying eligibility is repeated.

Eligibility - required documents are received, reviewed for accuracy and eligibility is then established. If eligible, file is sent to coordinator, the coordinator then confirms status and client and child care provider are notified. A re-determination of eligibility is completed every four-months.

Transactions - requisitions are required for every financial transaction. Requisitions are completed and submitted to the ITCN finance department. All original documents are filed



PLAN FOR: Inter-Tribal Council of Nevada, Inc

CHILD CARE & DEVELOPMENT FUND SERVICES

Plan Period 10/1/11 – 9/30/13

within the finance department and then copies of all documents are placed on file within the CCDF department. All transactions must comply with the ITCN financial policies and procedures.

Internal controls - CCDF complies with ITCN's policies and procedures and an annual audit is performed every year.

Fiscal checks and balances - CCDF complies with all ITCN financial policies and procedures and an annual audit is performed each year.

Background checks - CCDF requires all home providers to accede to a mandatory background check before reimbursements for services can be made. They are also required to submit to a background check every three years to ensure provider remains eligible.

Monitoring - Tribal Child Care centers, Afterschool programs, and home providers are monitored at least twice a year to ensure they comply with CCDF's Health and Safety Standards and to ensure children are in a safe and healthy learning environment. They are also monitored twice a year by IHS, and if any findings occur during these visits, providers are given a notice to comply and are given a time frame to correct any substantial findings by CCDF or IHS.

- 1.6.2.** What current or future strategies, if any, does the Tribal Lead Agency have in place to prevent and reduce fraud and/or misspent funds? For example, reviewing attendance or billing records for accuracy, auditing provider records, conducting case record reviews, etc.

Describe: CCDF complies with all ITCN CCDF's financial policies and procedures. An annual audit of the CCDF program takes place every year. A re-determination of services is completed every four-months, and parents are required to re-submit updated forms, paycheck stubs, and any other required documentation to ensure parent is still eligible for CCDF subsidies. Parents also read and sign the CCDF Parent/Guardian handbook and a contract of services to confirm their knowledge of their responsibilities to the program. If the parents have any changes during their eligibility period; i.e., change in employment, change in class schedule, family size, etc., parents are required to notify the CCDF program in a timely manner. Files are continuously reviewed by the area coordinator to check for accuracy and to make sure all required documents have been submitted and signed to reduce fraud and improper payment. If the parent remains eligible, a new certificate of services is sent to parent and provider. The process is repeated every four-months. Before provider payments are issued, children's attendance is reviewed to check for accuracy. Parents and providers are required to sign their child's monthly timesheets, acknowledging all submitted information is accurate. In unusual cases, more documentation will be required. **All submitted documentation and transactions are documented and available to parents and providers by request.



PLAN FOR: Inter-Tribal Council of Nevada, Inc

CHILD CARE & DEVELOPMENT FUND SERVICES

Plan Period 10/1/11 – 9/30/13



Part 2 – Developing the Child Care Program

Section 2.1. Consultation in the Development of the CCDF Plan

Lead Agencies are required to consult with the appropriate agencies providing child care and early childhood development services (98.12., 98.14(a)(b), 98.16).

Definition: Consultation involves the meeting with or otherwise obtaining input from an appropriate agency in the development of the Tribal Plan. At a minimum, the description must state which representatives of the Tribal community (or Tribal communities in the case of a consortium) were consulted. (658D(b)(2), 98.12(b), 98.14(b), 98.16(d))

2.1.1. Describe how the Tribal Lead Agency consulted with the following Agencies/Entities in developing the CCDF Plan.

- a) Lead agencies are required to consult with representatives of local government.

Describe the consultation effort in the development of this Plan: We consult with the 16 tribal consortium governments and programs to review and receive input in developing the plan.

- b) Many Tribal Lead Agencies consult with additional entities – if you elect to consult with the entities check the appropriate box(s) below and describe your consultation.

- Tribal/State agency (agencies) responsible for public education, including Tribal/State pre-kindergarten programs and inclusion programs for children with special needs.

Describe: _____

- Tribal/State/Local agency responsible for Head Start programs.

Describe: We consult with tribal Head Start programs to review and receive input in developing the plan. We consult with tribal Head Start programs on the best ways to contact, interact, and services their families who made need child care assistance.

- Federal, State, local, Tribal, and/or private agencies providing child care and early childhood development services.

Describe: We consult with the tribal and state agencies to review and receive input in developing the plan.

- Public health. (including the agency responsible for immunizations and programs that promote children's emotional and mental health)



PLAN FOR: Inter-Tribal Council of Nevada, Inc

CHILD CARE & DEVELOPMENT FUND SERVICES

Plan Period 10/1/11 – 9/30/13

Describe: We consult with Indian Health Services (IHS) to review and receive input in developing the plan.



PLAN FOR: Inter-Tribal Council of Nevada, Inc

CHILD CARE & DEVELOPMENT FUND SERVICES

Plan Period 10/1/11 – 9/30/13

- Tribal/State agency responsible for employment services/workforce development.

Describe: We consult with tribal work force development programs to review and receive input in developing the plan.

- Tribal/State agency responsible for child welfare.

Describe: We consult with tribal child welfare agencies to review and receive input in developing the plan.

- Other.

Describe: We also consult with tribal TANF, Nevada Urban Indians, Las Vegas Indian Center and child care providers to review and receive input in developing the plan.

Section 2.2. Coordinating the Delivery of CCDF Services

Tribal Lead Agencies are REQUIRED to coordinate with other Tribal, Federal, State, and local child care, early childhood development programs, including such programs for the benefit of Indian children. (658D(b)(1)(D), 658O(c)(2)(A), 98.14 (a)(1), 98.16(d), 98.82(b))

- 2.2.1.** Describe how the Tribal Lead Agency coordinates the delivery of CCDF-funded child care services with other Tribal, Federal, State, and local child care, early childhood development programs, and before and after-school care services. (658D(b)(1)(D), 658O(c)(2)(A), 98.14 (a)(1), 98.16(d), 98.82(b))

Describe: The ITCN Head Start and Washoe Tribe Head Start's parents are met with to be given notification of ITCN CCDF services in their areas. All trainings are coordinated with Head Start to ensure all centers and providers have the opportunity to attend any trainings given by a Head Start program.

The Children's Cabinet has permitted all ITCN CCDF parents, providers, and centers access to its training continuum, parenting classes, family classes, and scholarship programs.

The CCDF program refers all non-eligible, native and non-native parents to the Children's Cabinet (northern Nevada's child care subsidy program), Las Vegas Urban League (southern Nevada's child care subsidy program), and/or surrounding tribal child care programs.

Efforts are made with directors from non-consortium tribal CCDF grantees to ensure there is no duplication of services. Sharing of information that pertains to all CCDF programs is given, such as: training, child counts, TA assistance, monitoring, and/or site visits, and correspondence from Early Child Childhood Education Agencies, such as; Children's Cabinet, National Association of Child Care Resource & Referral Agencies (NACCRA), National Association for the Education of Young Children (NAEYC), Nevada Association for the Education of Young Children (NevAEYC), Nevada Indian Child Care Association (NICCA), and the National After School Association (NAA).



PLAN FOR: Inter-Tribal Council of Nevada, Inc

CHILD CARE & DEVELOPMENT FUND SERVICES

Plan Period 10/1/11 – 9/30/13

We have informed all after school programs, such as; the Boys and Girls Club, Reno Parks and Recreation, Sparks Parks and Recreation, Las Vegas and surrounding area Safe Key's programs, City of Las Vegas Parks and Recreation, and the YMCA of the Sierra and of Las Vegas of our services and eligibility requirements for parents and children who may qualify for our program. CCDF also coordinates with school districts in each service area.

All child care centers in the areas, in which certificate programs are implemented, receive correspondence of the ITCN CCDF program to make certain we reach out to all Native American families.

2.2.2. Describe the results of the Tribal Lead Agency's required coordination activities with agencies responsible for:

- Public Health (including the agency responsible for immunizations)
Describe: Indian Health Service Environmental Department (IHS) monitors the facilities every two years and recommends changes to help improve the centers and after school programs. Reports are given to tribal chairpersons, the center/after school program, and the CCDF Program Manager. Both IHS and ITCN monitors client files to ensure immunizations are kept current. IHS is also the contact for any child care emergencies that may arise during operation of our centers.

The CCDF program works with tribal health programs to provide services in the areas of: immunizations, parenting classes, and education of health issues.

CCDF works with Southern Nevada Health District and the Community Counseling Center in the Las Vegas area regarding immunizations and parenting classes within the western region.

Posters and brochures are placed in all tribal health clinics and programs related to health promotion and disease prevention.

CCDF is also present at health fairs, career fairs, pow wows, and various other events.

- Public Education
Describe: CCDF works closely with all education agencies in the following areas; attends educational functions, posting information regarding ITCN CCDF programs, cultural activities, presentations at all local universities, colleges and high school child care facilities, advertisements on radio, newspapers, newsletters, and social media outlets. CCDF also provides staff access to ITCN CCDF trainings. CCDF coordinates with local school districts, charitable organizations and tribal communities to host an annual youth Jamboree to promote the CCDF program and its services. CCDF sits on the parent committee board for the Clark County School District Indian Education Opportunities program, Southern Nevada Native American Education Coalition and Southern Nevada Diversity Roundtable, as well as, the State Child Care Advisory Council and the Tribal Early Childcare Advisory Council.



PLAN FOR: Inter-Tribal Council of Nevada, Inc

CHILD CARE & DEVELOPMENT FUND SERVICES

Plan Period 10/1/11 – 9/30/13

- Employment services or workforce development
Describe: CCDF works closely with all employment and training agencies in the following areas; posting information regarding the ITCN CCDF programs, advertisements in newspapers and newsletters, referral systems, and emergency child care services. Native Workforce Development refers all parents to the CCDF program if they are in need of child care services. CCDF attends career fairs and meets with Job Opportunities of Nevada, Nevada Job Connect, HELP of Southern Nevada, Moapa Project Input, local unions, the unemployment offices in Nevada, and Native American Community Services.
- State Temporary Assistance for Needy Families (TANF) agency and/or Tribal TANF agency
Describe: CCDF works closely with both state and tribal TANF agencies in the following areas; posting information regarding the ITCN CCDF programs, advertisements in newspapers, newsletters and referral systems. Parents must be in a job training or educational program to qualify for services. All state TANF recipients are referred to the state's child care subsidy program.

Section 2.3. Public Hearing Process

- 2.3.1.** The Tribal Lead Agencies are required to conduct public hearings no earlier than January 1, 2011 and no later than June 30, 2011. Public notice regarding the hearing(s) must be provided at least 20 days prior to the hearing and must be made available throughout the Tribal Lead Agency's Service Area.

Reminder: Tribal Lead Agencies must make the contents of the plan available to the public in advance of the hearing. (98.14(a)(c)(3))

Describe the public hearing process held to provide the Tribe or member Tribes, in the case of a Tribal consortium, an opportunity to comment on the provision of child care services under the Tribe's (or Tribal consortium) Plan. (658D(b)(1)(C), 98.14(c), 98.16(e))

- a) List the date(s) of the public hearing **notice** (at least one public hearing is required):

April/4/2011
(Month, Date, Year)

- b) How was the community made aware of the public hearing? Examples include: parent newsletter, tribal/local media, posting on bulletin boards, etc.

Describe: All consortium member tribes, tribal TANF, ICWA, social service directors, job training programs, and IHS were notified in a timely manner. The notices were posted in public areas within the communities and mailed to CCDF parents and providers.



PLAN FOR: Inter-Tribal Council of Nevada, Inc

CHILD CARE & DEVELOPMENT FUND SERVICES

Plan Period 10/1/11 – 9/30/13

- c) Describe how the Tribal Lead Agency made available the contents of the Plan throughout the service area prior to the public hearing?

Describe: Due to time conflicts with regard to the plan pre-print training, several tribes were unable to view the contents of the plan prior to the public hearing. The majority of the consortia tribes received a copy of the plan prior to the public hearing.

- d) List the date(s) and location(s) of the **hearing(s)** (Month, Date, and Year):

 / /
(Month, Date, Year)

Location(s): SEE ATTACHMENT G

- e) Describe how input from the public hearing(s) was taken into consideration.

Describe: Input is taken from all public hearings, and is reviewed by the CCDF staff in the main office, as well as, with the CCDF staff from the Las Vegas field office, reviewed and taken into consideration with regards to the plan and the needs of each community. If needed, the plan is changed or revised based on poiublic comments.



Section 2.4. Public-Private Partnerships

- 2.4.1.** Describe any activities, including planned activities, to encourage public-private partnerships, which promote private-sector involvement in meeting child care needs. (98.16(d))

Reminder: Provide examples of partnerships or planned activities with the business community or other private organizations such as foundations. If there are no businesses, foundations, and/or philanthropic organizations within the Tribal Lead Agencies service area please indicate.

Describe: ITCN CCDF partners with the following public-private organizations in meeting child care needs:

Nevada School Districts, educational institutes, such as; University of Nevada, Reno, University of Las Vegas, Truckee Meadows Community College, University of Phoenix, University of Las Vegas School of Dental Medicine College of Southern Nevada, Nevada State College etc., Local casinos, Private local daycare centers, Native American publications, Recreation centers, Nevada Department of Public Safety, National Indian Child Care Association, NAEYC, NAA, TECAC, TRITAC, Native American Community Services, Nevada Urban Indians, News stations/radio stations, Walgreens Take Care Health --- health education, Police stations, Employment Equal Opportunity Commission, Las Vegas Rescue Mission, Convention Authorities, Salvation Army/homeless shelters/DV women's shelters, Las Vegas Indian Center, California/Nevada Public Health Training Center, US Department of Health and Human Services, Nellis Airforce base - Family Member program, Nevada Headstart Association, Nevada health districts, Bally Technologies, Cambridge Community Center, Food Bank of Northern Nevada, Department of Leisure Affairs Cultural Activities and Sam's Club.

The ITCN CCDF tribal child care centers, after school programs, and staff are members of the National Association of the Education of Young Children, National After School Association and the Nevada Association of the Education of Young Children. Staff participates in sponsored functions, as well as, on the conference planning committee.

ITCN CCDF partners with the above organizations for the purpose of outreach, informing of services, and finding any eligible families.

ITCN CCDF also partners with Bed Bath and Beyond and National Charity Relief that offer donations on behalf of their organization to be dispersed to eligible CCDF families.

ITCN CCDF continuously seeks prospective partners and looks forward to finding new partnerships with companies in our area. ITCN CCDF, also continues to look for funding opportunities and donations in hopes of meeting child care needs.



Part 3 – Child Care Services Offered

This section focuses on the child care assistance program. Tribal Lead Agencies are asked to describe their efforts to inform parents about the subsidy program and application policies and procedures, eligibility criteria, how Tribal Lead Agencies ensure continuity of care and parental choice of high quality settings for families, and sliding fee scale and payment rate policies and procedures.

Section 3.1. Description of Direct Child Care Services

Reminder: Non-Exempt Tribes are required to operate a certificate program. Certificates must permit parents to choose from a variety of child care categories including center-based care, group home care, family child care and in-home care. (98.30(e)) Exempt Tribes are not required to operate a certificate program unless the Tribe chooses to include such services and the associated requirements in its program (98.81(b)(5)).

Please check the appropriate box - Tribal Lead Agency Funding Status:

- Exempt
- Non-Exempt (CCDF allocations equal to or greater than \$500,000 for a fiscal year)

3.1.1. The Tribal Lead Agency offers direct child care services through (check all appropriate boxes): (658A(b)(1), 658E(c)(3)(A)&(B), 658P(5)&(6), 98.16(g)(1), 98.30, 98.50)

a) A Certificate Program

- Yes, as a Non-exempt Tribe, we operate a Certificate Program as required.
- Yes, as an Exempt Tribe we are not required but have chosen to operate a Certificate Program. Exempt Tribes may choose to select “Yes” if you provide the full categories of child care.

Reminder: The terms “certificate” and “voucher” are often used interchangeably but for the purposes of the Tribal Plan Preprint we have chosen to make a distinction between the two terms. The term “certificate” is used to designate the program that allows parents a provider choice from all four categories of care (i.e., center-based care, group home care, family child care and in-home care). The term “voucher” is used for Exempt Tribes who operate like a certificate program, but offer parents fewer choices than the full four categories of care.



PLAN FOR: Inter-Tribal Council of Nevada, Inc

CHILD CARE & DEVELOPMENT FUND SERVICES

Plan Period 10/1/11 – 9/30/13

b) A Voucher Program (for Exempt Tribes Only)

The Lead Agency has the option to limit the categories of care offered to parents. The Lead Agency has chosen to offer the following categories of care:

- Center-based Group-home
 Family-home In-home

c) Grants or Contracts for Child Care Slots

Yes. Describe and identify any limitation: The ITCN CCDF program has established contracts with local child care agencies to assist in emergency child care needs. Contracts consist of child care slots for various age groups. While working with the Domestic Violence Program and the Native Workforce Development Program, there are many occasions where emergency child care is needed. We work with parents who are trying to establish employment, attend training, or would like to encircle their child(ren) in a safe and healthy environment while they participate in these very important programs. In addition, contracts are set up at other sites in which families have a choice to attend such facility or chose their own provider.

d) Tribally-operated Center(s)

Yes. Describe the following:

- The number and locations of the Tribally operated centers.

Describe: 6

- The types of services offered (e.g. full-time, part-time, after school, etc.)

Describe: Each site varies in services due to funding or children in the area. The tribal centers all take on full-time children, however, several centers do work with children who need part-time care and before/after school care. Some tribal programs offer after school programs at another site besides the child care center with the assistance of CCDF.

- The number of and ages of children serviced by the center.

Describe: Each site varies in the age of children served. Several sites do work with infants and several only work with children who are potty trained. All sites work with pre-schoolers.



PLAN FOR: Inter-Tribal Council of Nevada, Inc

CHILD CARE & DEVELOPMENT FUND SERVICES

Plan Period 10/1/11 – 9/30/13

3.1.2. Are all of the child care services identified in 3.1 above available throughout the entire service area? (658E(a), 98.16(g)(3))

Reminder: The Tribal Lead Agency is not required to offer CCDF services, or the same services, throughout the entire reservation or service area. If all services are not offered throughout your defined service area, indicate which services are not available and the area where the services are not offered. For Example: You may be offering infant care in only one village or in one center on your reservation

Yes.

No. Explain: No emergency slots available for rural areas. The certificate program and/or tribally-owned operated centers are not available in all areas; tribes do not receive enough funds to operate both programs. We are "Non-Exempt"; therefore, we cannot operate a voucher program. Group homes are not available in tribal areas. However, parents are not limited to just providers who live on the tribal areas, but have access to the full-range of providers in other areas, through the certificate program.



Section 3.2. Payment System

3.2.1. Briefly describe the overall child care certificate/voucher payment process. Responses should provide sufficient detail to enable a reader to understand how the Tribal Lead Agency certificate/voucher payment system works.

(658E(c)(2)(A)(iii)), 658P(2), 98.2, 98.30, 98.16(k))

Include at a minimum:

- a) A description of the child care certificate/voucher OR attach (Enter Attachment #: H) a copy of the certificate/voucher.

Describe: _____

Non-Exempt Tribes must also answer the following questions:

- b) How does the Tribal Lead Agency inform parents that the child care certificate permits them to choose from a variety of child care categories, including child care centers, child care group homes, family child care homes, and in-home providers? (98.30(e)(2))
Check all options that the Tribe has chosen to implement.

Certificate form provides information about choice of providers.

Consumer education is provided at the time of application.

Information is provided by child care resource and referral agencies.

Agency Web site: _____

Other. Describe: _____

- c) If the Tribal Lead Agency is also providing child care services through grants and contracts, explain how it ensures that parents offered child care services are given the option of receiving a child care certificate.

Describe: Parents who receive care while participating the "Contract Slot" have the option to choose to participate in the certificate program and choose any type of provider for services (center-based, group home, family home and in-home).

Section 3.3. Limitations of In-Home Care

All Non-Exempt Tribal Lead Agencies must allow for in-home care (i.e., care provided in the child's own home) but may limit its use. (98.16(g)(2), 98.30(3)(1)(iv)) Will the Tribal Lead Agency limit the use of in-home care in any way?

- Yes. Check what limits will the Lead Agency set on the use of in-home care?
Check all limits the Lead Agency will choose to establish.



PLAN FOR: Inter-Tribal Council of Nevada, Inc

CHILD CARE & DEVELOPMENT FUND SERVICES

Plan Period 10/1/11 – 9/30/13

- Restricted based on minimum number of children in the care of the provider to meet minimum wage law or Fair Labor Standards Act.
- Restricted based on provider meeting a minimum age requirement.
- Restricted based on hours of care (certain number of hours, non-traditional work hours.)
- Restricted to care by relatives.
- Restricted to care for children with special needs or medical condition.
- Restricted to in-home providers that meet some basic health and safety requirements.
- Other. Describe: _____

No.

Section 3.4. Eligibility Criteria for Child Care

In order to be eligible for services, children must (1) be under the age of 13, or under the age of 19 if the child is physically or mentally disabled or under court supervision; (2) reside with a family whose income does not exceed 85 percent of the State's median income for a family of the same size; and (3) reside with a parent(s) who is working or attending job training or an educational program; or (4) if the child is receiving or needs to receive protective services. (658E(c)(3)(B), 658P(3), 98.20, 98.80(f), 98.81(b)(1))

3.4.1. How does the Tribal Lead Agency define the following eligibility terms?

- Residing with: A child living with a biological parent, custodial parent, foster parent, or as stated in the definition for in loco parentis.
- In loco parentis (refers to an individual who assumes parental status and responsibilities for another child): An adult standing in as parent for children who are in need of supervision, protective services, and for families who are in transition.



3.4.2. Eligibility Criteria Based Upon Age

- a) The Tribal Lead Agency serves children from 0 (weeks/months/years) to 13 years (maximum age is through age 12).
- b) Does the Tribal Lead Agency allow CCDF-funded child care for children age 13 and above but below age 19 who are physically and/or mentally incapable of self-care? (658E(c)(3)(B), 658P(3), 98.20(a)(1)(ii))
- Yes. The upper age is: _____
Provide a definition of physical and mental incapacity: _____
- No.
- c) Does the Tribal Lead Agency allow CCDF-funded child care for children age 13 and above but below age 19 who are under court supervision? (658P(3), 658E(c)(3)(B), 98.20(a)(1)(ii))
- Yes. The upper age is: _____
- No.

3.4.3. Eligibility Criteria Based Upon Work, Job Training, or Educational Program

- a) How does the Tribal Lead Agency define “working” for the purposes of eligibility?
Provide a narrative description below.

Reminder: Lead Agencies have the flexibility to include any work-related activities in its definition of working, including periods of job search.

- Working: Parents are engaged in documented paid employment or documented self-employment or other documented work activities.
 - Job Search - Job hunting, job seeking, or job searching is the act of looking for employment, due to unemployment or discontent with a current position. The immediate goal of job seeking is usually to obtain a job interview with an employer which may lead to getting hired. The job hunter or seeker typically first looks for job vacancies or employment opportunities. The amount of time allowed for job search will be determined on a case-by-case basis and employment must be obtained within a reasonable time period, based on the area coordinators discretion. Attendance must be documented and authorized by appropriate agency. Services will be based on schedule and allowances given for travel and/or study time will be given on a case-by-case basis.
- b) Does the Tribal Lead Agency provide CCDF child care assistance to parents who are attending job training? (98.16(g)(5), 98.20(b))



PLAN FOR: Inter-Tribal Council of Nevada, Inc

CHILD CARE & DEVELOPMENT FUND SERVICES

Plan Period 10/1/11 – 9/30/13

Reminder: Lead Agencies have the flexibility to include any training related activities in its definition of job training.

Yes. If yes, how does the Tribal Lead Agency define “attending job training for the purposes of eligibility? Provide a narrative description below.

- Describe job training, to include attendance requirements if applicable: A structured course of study that is recognized by applicable licensing, certification, and/or an accredited body and is designed to allude to employment within a reasonable period of time.

No.

c) Does the Tribal Lead Agency provide CCDF child care assistance to parents who are attending an educational program? (98.16(g)(5), 98.20(b))

Reminder: Lead Agencies have the flexibility to include any education-related activities in its definition of education, including study time.

Yes. If yes, how does the Tribal Lead Agency define “educational program” for the purposes of eligibility? Provide a narrative description below.

- Describe educational program, to include attendance requirements if applicable: Attendance must be documented and authorized by appropriate agency. Services will be based on schedule and allowances given for travel and/or study time will be given on a case-by-case basis.

No.

3.4.4. Eligibility Criteria Based Upon Receiving or Needing to Receive Protective Services

a) Does the Lead Agency provide child care to children in protective services? (98.16(f)(7), 98.20(a)(3)(ii)(A) & (B))

Reminder: Lead Agencies have the flexibility to define protective services beyond formal child welfare or foster care cases, including but not limited to, homeless children. If the Lead Agency provides CCDF-funded child care to children in foster care whose foster care parents are not working, or who are not in education /training activities for CCDF purposes, these children are considered to be in protective services and should be included in this definition.

Yes. If yes, how does the Lead Agency define “protective services” for the purposes of eligibility? Provide a narrative description: Services for children who have been abused, neglected or who are at risk of abuse or neglect. This includes two parent families where



PLAN FOR: Inter-Tribal Council of Nevada, Inc

CHILD CARE & DEVELOPMENT FUND SERVICES

Plan Period 10/1/11 – 9/30/13

one parent is unable to care for the child due to an addiction to a controlled substance that will put the child at risk, or a parent who may be unable to care for the child due to age, disability, physical, mental, health condition, or financially incapable of care, etc.. All cases must be referred and documented by social services or other appropriate agencies (i.e., law enforcement, courts, ICWA, case workers)

No.

- b) Does the Tribal Lead Agency waive, on a case-by-case basis, the co-payment and income eligibility requirements for cases in which children receive, or need to receive, protective services? (658E(c)(3)(B), 658P(3)(C)(ii), 98.20(a)(3)(ii)(A))

Yes.

No.

- c) Does the Tribal Lead Agency provide CCDF-funded child care to children in foster care whose foster care parent(s) are not working, or who is not in education/training activities? (98.20(a)(3)(ii), 98.16(f)(7))

Yes. (This means that for CCDF purposes, the Tribal Lead Agency considers these children to be served under the protective services eligibility category.)

No.

- d) Does the Tribal Lead Agency provide respite child care to children in protective services? (98.16(f)(7))

Reminder: If yes, you must include respite care under your definition of protective services.

Yes, and respite care is included under the Tribe's definition of protective services.

No.

3.4.5. Income Eligibility

By Statute, all eligible children must be under the age of 13 and reside with a family whose income does not exceed 85% of the Grantee Median Income (GMI) for a family of the same size. (658E(c)(3)(B), 658P(4), 98.20, 98.80(f), 98.81(b)(1))



PLAN FOR: Inter-Tribal Council of Nevada, Inc

CHILD CARE & DEVELOPMENT FUND SERVICES

Plan Period 10/1/11 – 9/30/13

- a) How does the Lead Agency define “income” for purposes of eligibility determination? (98.16(g)(5), 98.20(b))

Reminder: The Tribe has flexibility in developing its definition of income.

- Income: The amount of money or its equivalent received during a period of time in exchange for labor or services. It is based on net income to ensure low income families are paying no more than 8% of net income for child care.

- b) The law states that Tribes may establish income eligibility for child care under CCDF not to exceed 85% of the Grantees Median Income (GMI). Indicate whether the Tribal Lead Agency has selected to use the State or a Tribal Median Income to establish eligibility. (658E(c)(3)(B), 658P(4), 98.20, 98.80(f), 98.81(b)(1))

Tribal Median Income (TMI) for a family of the same size residing in the area served by the Tribal Lead Agency.

- (Include effective date of Tribal Median Income: _____ or

State Median Income (SMI) for a family of the same size.

- State: Nevada Effective date of SMI: 2012

- c) Provide the CCDF income eligibility limits. Income limits must be provided in terms of GMI (State Median Income or Tribal Median Income, as selected above), even if Federal poverty level is used in implementing the program. (98.20(a)(2))

Complete column (a) and (b) of the matrix below based on the definition of GMI selected above (TMI or SMI). Complete column (c) **ONLY IF the Tribal Lead Agency is using income eligibility limits lower than 85% of the GMI (i.e., State or Tribal Median Income).**

3.4.5. Grantee Median Income (GMI) Matrix			
Family Size	(a) 100% of GMI (\$/month)	(b) 85% of GMI (\$/month)	(c) Income eligibility, less than 85% GMI, if used to limit eligibility (\$/month)
1	<u>3087</u>	<u>2624</u>	_____
2	<u>4306</u>	<u>3431</u>	_____
3	<u>4986</u>	<u>4238</u>	_____
4	<u>5936</u>	<u>5045</u>	_____
5	<u>6886</u>	<u>5853</u>	_____
6	<u>7583</u>	<u>6660</u>	_____



PLAN FOR: Inter-Tribal Council of Nevada, Inc

CHILD CARE & DEVELOPMENT FUND SERVICES

Plan Period 10/1/11 – 9/30/13

7	<u>8013</u>	<u>6811</u>	_____
8	<u>8191</u>	<u>6963</u>	_____

3.4.6. Additional CCDF Eligibility Criteria or Definition

Has the Tribal Lead Agency established additional eligibility criteria, for example higher income limits in one part of the tribal service area? (658E(a), 98.16(g)(5), 98.20(b))

Yes. The additional eligibility criteria that the Tribal Lead Agency has established are: (If necessary include as an Attachment (Enter Attachment #:_____))

No.



Section 3.5. Priority Rules for Children

At a minimum, CCDF requires Lead Agencies to give priority for child care services to children with special needs. Prioritization of CCDF-services is not limited to eligibility determination (i.e., establishment of a waiting list or ranking of eligible families in priority order to be served). Lead Agencies may fulfill priority requirements in other ways, such as higher payment rates for providers caring for children with special needs. (658E(c)(3)(B), 98.44(b))

Reminder: Responses under Section 3.5 should provide sufficient detail to enable a reader to understand the Tribal Lead Agency's priority rules.

3.5.1. Priority Rules for Children with Special Needs

Reminder: Lead Agencies have the flexibility in how they define "special needs". Lead Agencies are not limited in defining children with special needs to only those children with physical or mental disabilities (e.g., with formal Individual Education Plan (IEP) required under the Individuals with Disabilities Act (IDEA). Lead Agencies could consider children in the child welfare system, children of teen parents, or homeless children as examples of children with special needs.

a) How does the Tribal Lead Agency define "children with special needs?"

Describe: A child under the age of 13:

Who has a physical, mental, or emotional impairment.

⋮

b) Describe how the Tribal Lead Agency will give priority for child care services to children with special needs (658E(c)(3)(B), 98.44(b))

Describe: As part of the enrollment process, if a child is determined as "special needs", then the child is given first priority for services in the ITCN CCDF subsidy programs.

3.5.2. Additional Priority Rules

a) Does the Tribal Lead Agency have additional eligibility priority rules or categories? (658E(c)(3)(B), 98.16(g)(5), 98.20(b))

Yes, and the following are the additional eligibility priority rules or categories. Terms must be defined in (b) below.

No.

b) Define and describe the additional priority rules or categories provided in 3.5.2a.

Describe: The additional categories are in the order listed.

1 born to a teen parent under the age of 18,
2 of homeless families.



PLAN FOR: Inter-Tribal Council of Nevada, Inc

CHILD CARE & DEVELOPMENT FUND SERVICES

Plan Period 10/1/11 – 9/30/13

- 3 and has medical documentation from a physician or licensed professional
- 4 At risk parent - Is an eligible parent who is at or below poverty level, who is at risk of applying for assistance due to the cost of child care.

-



Section 3.6. Payment Rates for Child Care Services

Lead Agencies are required to establish payment rates for child care services that ensure eligible children equal access to comparable care. (658E(c)(4), 98.16(l) and 98.43(b)(2)).

- 3.6.1.** Provide a copy of your payment rates as Attachment. (Enter Attachment #: B) For Tribally Operated Centers and those offering direct services through grants or contracts, complete 3.6.3 below.

The attached payment rates were or will be effective as of: October 1, 2011

Reminder: The attached payment rates should reflect all the rates that cover the variety of care offered in your program. Tribal Lead Agencies are reminded that payment rates cannot be based on a family's eligibility or circumstances. This means that the Lead Agency may not establish payments for TANF families that differ from the payments for child care for the working poor, or for families in education or training.

Reminder for Tribally Operated Centers: For Lead Agencies that only offer direct services through a tribally-operated center In lieu of a payment rate schedule, the Tribe could provide information about its CCDF budget, including the average cost of providing care per child, or information about what the center would charge a non-subsidized child for care.

- 3.6.2.** Are the payment rates provided used in all parts of the Tribal Service Area?

Yes.

- No. Attach other payment rates as Attachment (Enter Attachment #: B). Indicate their effective dates and describe or list the geographic areas where they are used: The effective date is October 1, 2011. The geographic areas include Washoe County, Carson/Douglas County, Clark County and the rural area.

- 3.6.3** Does the Tribal Lead Agency provide child care services **only** through a tribally-operated center(s) or grants and contracts?

Yes, if yes attach information on cost of care per child, budget information or other documentation regarding the cost of child care services. (Enter Attachment #: _____)

No.

3.6.4. Market Rate Survey Requirements

Tribal Lead Agencies are required to establish payment rates for child care services that ensure eligible children equal access to comparable care. At a minimum, Lead Agencies are required to show how payment rates are adequate based on a local market rate survey conducted no earlier than two years prior to the effective date of the currently approved Plan (i.e., conducted no earlier than 10/1/09 and no later than 9/30/11).



PLAN FOR: Inter-Tribal Council of Nevada, Inc

CHILD CARE & DEVELOPMENT FUND SERVICES

Plan Period 10/1/11 – 9/30/13

ACF recognized that market rate surveys may not be feasible for some Tribal Lead Agencies. Lead Agencies have three options for fulfilling the local Market Rate Survey requirements. Lead Agencies have the option of 1) conducting its own local Market Rate Survey, 2) using the State's local Market Rate Survey, or 3) providing alternative documentation in lieu of a local Market Rate Survey if selected criteria are met. Select the option that best fits the circumstances of your Tribal Child Care Program and provide the requested information for the option selected.

Which option does the Tribal Lead Agency use in fulfilling the local Market Rate Survey requirements? Please select only ONE option.

Option 1 - The Lead Agency conducts its own Market Rate Survey.

If Yes, include the following:

The date of the local child care market rate survey(s): 06/01/2011

Required: Describe how payment rates are adequate to ensure equal access based on the results of the market rate survey (i.e., the relationship between the attached payment rates and the market rates observed in the survey). What additional facts (if any) were used, in addition to the market rate survey, to set the attached payment rates? (98.16(I), 98.43)

Describe: The local market survey was conducted by the ITCN CCDF program in February of 2011, which is derived from a series of short surveys which were sent out to each consortium member's tribally-owned operated center and home providers on reservations only. The ITCN CCDF Program payment rates are a combination of the states market rate survey and ITCN market rate survey. The ITCN CCDF "Payment Rates" are an average of both the State and ITCN survey results. The payment rates ensure affordability and availability of child care services to the low income-working parents. This allows the parents to find exceptional, safe, first-rate care that they can afford.

Option 2 - The Lead Agency uses the State's local Market Rate Survey.

If Yes, include the following:

Name of State: _____

Date (including the year) of the survey: _____ / _____ / _____

Required: Describe how the payment rates are adequate to ensure equal access based on the results of the market rate survey (i.e., the relationship between the attached payment rates and the market rates observed in the State(s) survey(s)). What additional facts (if any) were used, in addition to the market rate survey(s), to set the attached payment rates? (98.16(I), 98.43)



PLAN FOR: Inter-Tribal Council of Nevada, Inc

CHILD CARE & DEVELOPMENT FUND SERVICES

Plan Period 10/1/11 – 9/30/13

Describe: _____



PLAN FOR: Inter-Tribal Council of Nevada, Inc

CHILD CARE & DEVELOPMENT FUND SERVICES

Plan Period 10/1/11 – 9/30/13

- Option 3 - The Lead Agency will provide alternative documentation in lieu of a local Market Rate Survey. Lead Agencies must meet at least one of the following criteria in order to select this option.

Criteria 1. Check if:

The Tribal Lead Agency has documented that it funds CCDF direct services solely in settings outside the scope of a market rate survey including;

(a) an Exempt Tribal Lead Agency providing CCDF direct services solely in Tribally operated facility(ies) and does not provide services through certificates/vouchers, grants, or contracts; and/or

(b) a Tribal Lead Agency funds CCDF direct services solely in unregulated home-based settings such as in-home care (i.e., care in the child's own home) or family, friend and neighbor care, and does not fund any CCDF services in centers, regulated family child care homes or regulated group homes.

If checked. Provide the documentation or a description indicating that the Tribal Lead Agency funds CCDF services solely in Tribally operated facility(ies) and does not provide services through certificates/vouchers, grants, or contracts; or provides direct services solely in unregulated home-based settings and does not provide any services through centers or regulated homes.

Documentation included in attachment (Enter Attachment #:_____).

Or

Describe: _____

Criteria 2. Check if:

The Tribal Lead Agency has documented that all child care providers in the service area that would potentially be included in a market rate survey (a) serve only children receiving CCDF subsidies, and (b) serve no private-pay children.

If yes, provide the documentation describing how the Tribal Lead Agency determined that all providers serve only children receiving CCDF subsidies and serve no private-pay children, including a description of all relevant provider types (i.e., centers, family child care homes, etc) that were examined.

Describe: _____



- 3.6.5. For Non-Exempt Tribes Only** – If the payment rates do not reflect individual rates for the full range of providers -- center-based, group home, family home, and in-home care— explain how the choice of the full range of providers is made available to parents.

Describe: N/A

Reminder: If your rates do not cover all categories of providers (i.e. center, family home, group home, in home) you must explain how parents will have access to the full range of providers, (i.e. if your rates only cover center, how will parents request subsidies for family home providers?)
Remember, non-exempt Lead Agencies must operate a certificate program and offer access to all 4 categories of care.

- 3.6.6.** Will the Tribal Lead Agency provide any type of tiered reimbursement or differential rates on top of its base reimbursement rates for providing care for subsidized children?

No.

Yes. Check all types of tiered reimbursement the Tribal Lead Agency has chosen to provide.

Differential rate for nontraditional hours. Describe: _____

Differential rate for children with special needs as defined by the Tribe.
Describe: _____

Differential rate for infants and toddlers. Describe: _____

Differential rate for school-age programs. Describe: _____

Differential rate for higher quality as defined by the Tribe. Describe: _____

Other differential rate. Describe: _____



Section 3.7. Sliding Fee Scale(s)

CCDF requires families to share in the cost of subsidized child care (658(E)(5), 98.42). The Tribal Lead Agency must establish a sliding fee scale that details each family's contribution(s) (i.e., "co-payment"). The sliding fee scale must vary based on **income and the size of the family**.

3.7.1. Provide a copy of the Tribal Lead Agency's sliding fee scale for child care services as Attachment (Enter Attachment #:C).

The attached sliding fee scale will be effective as of: October 1, 2011

3.7.2. Does the Tribal Lead Agency use other factors in addition to income and family size to determine each family's contribution to the cost of child care? (658E(c)(3)(B), 98.42(b))

Yes. Describe those additional factors: _____

No.

3.7.3. Is the same sliding fee scale provided in attachment 3.7 in response to question 3.7.1. above in use in all parts of the Tribal service area? (658E(c)(3)(B), 98.42)

Yes

No, and other scale(s) are provided as attachment (enter attachment #:_____).

3.7.4. The Tribal Lead Agency may waive co-payments for families whose incomes are at or below the poverty level for a family of the same size. (98.42(c))

Reminder: Tribal Lead Agencies are reminded that the co-payments may be waived for only two circumstances – for families at or below the poverty level or on a case-by-case basis for children falling under the definition of "protective services" (as defined in 3.4.4).

ALL families, including those with incomes at or below the poverty level for families of the same size, ARE required to pay a fee.

ALL families with income at or below the poverty level for a family of the same size ARE NOT required to pay a fee. Identify what Fiscal Year:_____ and Data Source:_____ was used to determine the poverty level.

SOME families with income at or below the poverty level for a family of the same size ARE NOT required to pay a fee. Identify what Fiscal Year:FY2012 and Data Source:US Poverty Guidelines was used to determine the poverty level.

Provide a description of the families at or below the poverty level that are not required to pay a fee: a family that is at or below poverty level who request their payment to be waived.



PLAN FOR: Inter-Tribal Council of Nevada, Inc

CHILD CARE & DEVELOPMENT FUND SERVICES

Plan Period 10/1/11 – 9/30/13

- 3.7.5.** The following is an explanation of how the co-payments required by the Tribal Lead Agency's sliding fee scale(s) are affordable. (98.43(b)(3))

Describe: The co-payment will range between 0 – 8% of the families net income. This ensures families can afford the co-payment and allows them to grow toward self-sufficiency.



Part 4 – Procedures for Parents

In this section the Tribal Lead Agency should provide a complete description of the application process for families, the procedures for providing parents with unlimited access to their children while they are in the care of a CCDF provider (658E(c)(2)(D), (658D(b)(1)(A), (658E(c)(3)(B), 98.16(h), 98.30), and how the Tribal Lead Agency maintains substantiated parental complaints and how such information is made available to the public upon request (658E (c)(2)(C), 98.32).

Section 4.1. How Families Apply for CCDF

4.1.1. Describe how parents are informed of the availability of child care services under CCDF. (658E(c)(2)(A), 98.30(a))

The description must include:

- How parents are informed of the availability of child care services and of available child care options? Describe: Parents are informed of the availability of child care services through several different ways. Since each community uses different programs, each community has its own way to advertise their subsidy program. Notices are posted throughout the communities for meetings with the Tribal Council to update tribes on their current contracts, monies available for child care services, and eligibility requirements. A notice of child care funding is posted throughout the tribal offices and community centers. Social Services departments are informed of spaces that are available for child care. Notices are placed in all local tribal newsletters. During some conventions, workshops, gatherings, or celebrations, the ITCN booth is displayed with CCDF Program applications, brochures and flyers.
- Where and how applications are made? Describe: The applications are made in the central office and field office in Las Vegas. Our applications are coordinated in a way that discourages duplication; therefore, all applications are mailed to the parents or centers, social services, other ITCN programs and tribal offices. In addition, referrals are received from social services, tribal courts, ICWA programs, Nevada Urban Indians, Las Vegas Indian Center, and other ITCN programs and tribal organizations. All applications will be given in the original forms (no copies or faxes will be excepted). Because each case differs, this process ensures we receive all necessary paperwork for each client, which speeds up the application process.
- Who makes the eligibility determination? Describe: The CCDF Eligibility/Data Entry Clerk makes all eligibility determinations for the rural areas and Reno/Sparks Carson City and Las Vegas urban areas certificate program. The CCDF Program Assistant/Rural Coordinator makes all eligibility determinations for the after school programs and tribal child care centers. Re-determination is given every four-months. If participant is in an educational program, then it is based on their class schedule. If the employer is a temp agency, then re-determinations are completed each pay period. Other re-determinations are determined by documented work, job training, job search and/or other schedules. When a family is determined eligible for services, the family will receive: an acceptance



PLAN FOR: Inter-Tribal Council of Nevada, Inc

CHILD CARE & DEVELOPMENT FUND SERVICES

Plan Period 10/1/11 – 9/30/13

letter, a certificate (if participating in this program), a Parent/Guardian handbook, a calendar, "Sign-In/Out Attendance sheets," and a contract. When a family is determined eligible for services, the provider will receive; an acceptance letter, a copy of the certificate (if participating in this program), a contract, the ITCN CCDF Health and Safety Standards (non-licensed home providers only), and information on becoming an ITCN CCDF Certified Provider. When a family is determined ineligible for services, the family will receive: a denial letter. Parents are then assigned a date for the Parent and Provider Orientation meeting.

4.1.2. Describe how the Tribal Lead Agency documents and verifies the applicant information. (658K(a)(1), 98.70(a), 98.71(a))

Describe: All required documentation is received, date-stamped and reviewed for required signatures, verification of information and checked for errors. The documents are then reviewed by the CCDF Eligibility Clerk who establishes eligibility. The documents from the parents for Certificate Program, Centers, After School Programs. and Contracts will vary. The case is then filed and distributed to the area coordinator who confirms that all information is correct and family is eligible for CCDF funds. A re-determination of family eligibility occurs every four-months, and the process for documenting and verifying eligibility is repeated.

4.1.3. TANF Agency's Criteria/Definitions Regarding Inability to Obtain Care

Describe how the Tribal Lead Agency Inform Parents who Receive TANF (Temporary Assistance for Needy Families) Benefits about the Exception to the Individual Penalties Associated with the TANF Work Requirement?

Describe: _____

The regulations at 98.33(b) require the Tribal Lead Agency to inform parents who receive TANF benefits about the exception to the individual penalties associated with the work requirement for any single custodial parent who has a demonstrated inability to obtain needed child care for a child under 6 years of age. Lead Agencies must coordinate with TANF programs to ensure, that TANF families with young children will be informed of their right not to be sanctioned if they meet the criteria set forth in the TANF statute and Plan.

In fulfilling this requirement, the following criteria or definitions are applied by the TANF agency—which include both the Tribal TANF agency and the State TANF agency-- to determine whether the parent has a demonstrated inability to obtain needed child care:

Reminder: The TANF agency, not the Child Care Tribal Lead Agency, is responsible for establishing the following criteria or definitions. These criteria or definitions are offered in this Plan as a matter of public record. This question is for informational purposes.

a) Identify the TANF agency(ies) that established these criteria or definitions:

State(s) TANF Agency: Nevada Division of Welfare

Tribal TANF Agency: Washoe Tribal TANF



PLAN FOR: Inter-Tribal Council of Nevada, Inc

CHILD CARE & DEVELOPMENT FUND SERVICES

Plan Period 10/1/11 – 9/30/13

b) Provide the following definitions established by the TANF agency.

State(s) TANF Agency: Nevada Division of Welfare

- “Appropriate child care”: Child care chosen by the parent that offers developmentally appropriate practices that meet the needs of the parent and child.
- “Reasonable distance”: A parent should not have to travel more than 30 minutes dropping their child off at the care provider’s location and 30 minutes picking up their child.
- “Unsuitability of informal child care”: Informal child care is unsuitable if it is not being provided legally, or does not meet basic health and safety standards as outlined in the State Child Care Plan. Informal child care is suitable if circumstances exist that may cause possible abuse, neglect or harm to children as outlined in county and/or state statutes. Informal child care is unsuitable if the arrangements do not support the working schedule of a parent, are not affordable, not easily accessible, or do not meet quality standards as defined by the parent.
- “Affordable child care arrangements”: Affordable child care is a child care that does not exceed 10% to 15% of the parent’s gross income.

Tribal TANF Agency: Washoe Tribal TANF

- “Appropriate child care”: Child care that is chosen by the parent that offers a secure, healthy and developmentally conducive environment that also supports the needs of both parent and family. First choice is with adult relatives (license exempt providers), which promotes Indian family unification. Second choice is with licensed providers and family child care homes.
- “Reasonable distance”: Child care services should be accessible to the family through available transportation, i.e. car, public transportation or walking, within close enough proximity (travel no more than 30 minutes) so as to not hinder the parents’ ability to work or attend school.
- “Unsuitability of informal child care”: Informal child care is unsuitable if it is not being provided legally, or meets basic health and safety standards as outlined in the State Child Care Plan. Informal child care is unsuitable if circumstances exist that may cause possible abuse, neglect or harm to children as outlined in county and/or state statutes. Informal child care is unsuitable if the arrangements do not support the working schedule of a parent, are not affordable, not easily accessible, or do not meet quality standards as defined by the parent.



PLAN FOR: Inter-Tribal Council of Nevada, Inc

CHILD CARE & DEVELOPMENT FUND SERVICES

Plan Period 10/1/11 – 9/30/13

- “Affordable child care arrangements”: Affordable child care arrangements are those that fall within the same payment rates as those used by the CCDBG program operated by the States of Nevada. Such rates are the Regional market Ceiling Rates for Nevada Child Care providers, a 1.5 standard deviation above the mean. Allowance for differing maximum rates is based on categories of care (e.g., center, family home, exempt) and child care needs (e.g., special needs children, infants and toddlers).

c) How are parents who receive TANF benefits informed about the exception to individual penalties associated with the TANF work requirements?

- In writing
 Verbally
 Other: _____

4.1.4. Is the application process for child care under CCDF different for families receiving TANF? 98.16(g)(4)

- Yes. If yes, please describe: _____
 No.

Section 4.2. Description of Procedures for Unlimited Parental Access

The Lead Agency shall have procedures to ensure that providers receiving CCDF funds afford parents unlimited access to their children, and access to the providers caring for their children, during normal hours of provider operation and whenever the children are in the care of the provider. (658E(c)(2)(B), 98.31, 98.16(n))

Describe how the Lead Agency ensures that parents have this access: Parents and providers are issued a handbook, ITCN’s Health and Safety Standards (HSS), and attend an orientation meeting for the CCDF program. In the handbook, the HSS, and during the orientation, the providers are informed that all parents must have unrestricted access to the children at all times when the children are in the providers care, unless that access would put the child in danger.

Section 4.3. Record of Substantiated Parental Complaints

- Describe in detail how the Tribe maintains a record of substantiated parental complaints about a child care provider. (658E(c)(2)(C), 98.32, 98.16(m))

Describe: Parental complaints are must be submitted in writing to the ITCN CCDF program. All complaints are files and placed into a database. If needed complaints are forwarded to social services and/or the local police department. Once the investigation has been completed and the



PLAN FOR: Inter-Tribal Council of Nevada, Inc

CHILD CARE & DEVELOPMENT FUND SERVICES

Plan Period 10/1/11 – 9/30/13

complaints have been substantiated by either entity, then the information will be stored and available upon request.

- Describe in detail how the substantiated parental complaints are available to the public on request, including who should be contacted to receive them. (658E(c)(2)(C), 98.32, 98.16(m))

Describe: The public can request to see substantiated complaints by submitting a written request to the ITCN CCDF Program Manager.



Part 5 – Activities and Services to Improve the Quality of Child Care

In this section, Tribal Lead Agencies are asked to describe their goals and plans for the implementation of child care quality improvement activities. Core elements of CCDF include quality investments and support systems for programs and staff. Tribes are encouraged, regardless of size, to take an intentional approach to quality improvement – assessing the current quality of care available and the training and technical assistance needs of providers; investing their quality funds and efforts in accordance with the needs; and reviewing the success of their activities to improve quality and making adjustments as necessary.

The Tribal Lead Agency should consider its goals for a child care quality improvement system for all families, not just those receiving assistance under CCDF. (658G, 658E(c)(3)(B), 98.16(h), 98.51, 98.83(f))

Reminder: CCDF regulations require non-exempt Lead Agencies (those receiving \$500,000 or more) to spend not less than 4 percent on quality activities. These activities may include, but are not limited to; activities designed to provide comprehensive consumer education, increased parental choice, and to improve the availability and quality of child care services.

Exempt Lead Agencies (those receiving less than \$500,000) are strongly encouraged to spend CCDF funds on quality activities but are not required to meet the 4 percent provision.

Section 5.1. Quality Improvement Activities

5.1.1. How does the Tribal Lead Agency learn about the quality of care currently offered and the training and TA needs of providers? (Note: Tribes may make their own decisions about how to determine their needs and make investments. For technical assistance purposes, ACF would like to learn how Tribes perform these functions – from the use of formal tools to determine the quality of programs to more informal methods to learn about the needs of relative caregivers.)

Describe: Self-Assessment, Informal survey, National Health & Safety Standards (Caring for Our Children), Individual Provider Monitoring and trainings based on need, Provider requests, change in regulations or health & safety standards, (i.e., cribs, health & safety standards). CCDF will pursue information regarding the ECERS (Early Childhood Environmental Rating Scales) system and setting standards for child care provider training.

5.1.2. Describe the quality improvement activities the Tribal Lead Agency intends to implement during this plan period. Tribes may use the table below and/or provide a narrative

Describe: Resource and referral programs: There are several agencies that ITCN CCDF program works with directly and indirectly; Las Vegas Indian Center, Job Connect, Native American Community Services and unemployment offices. We have several programs within ITCN that we refer clients to and receive referrals from which includes; WIC, NWD, DV, SNAC, and Head Start.



PLAN FOR: Inter-Tribal Council of Nevada, Inc

CHILD CARE & DEVELOPMENT FUND SERVICES

Plan Period 10/1/11 – 9/30/13

We refer all non-Indian, families who may be ineligible for our program and parents on our waiting list to the Children's Cabinet or to the Nevada Urban League (state's child care subsidy programs). Children's Cabinet shares all eligibility information, parent information, provider information, and any other changes in their program on a consistent basis.

CCDF has developed a parent and provider resource room designed to assist them with educational materials, training requirements, supplies, family resources, equipment, and library materials.

Two parent families who are eligible due to a parent using a controlled substance will be referred to a substance abuse program and/or given resources to help with their addiction.

We work with other organizations within the community where child care assistance is needed or required for clients to participate, such as; Nevada Urban Indians, Las Vegas Indian Center, universities, colleges, high schools, JOIN and several state programs. These programs contain numerous resources for the families participating in our program.

The CCDF program provides resources for providers such as; equipment that will help meet the Health and Safety standards. We will also provide resources that will improve quality of care for parents and providers such as; enrichment materials and health incentives.

Each center is responsible for choosing its own curriculum. If they do not choose one, then ITCN will provide them with information on curriculums and training if necessary. All programs are responsible for all education materials used in the classroom. ITCN purchases some, if not all, educational materials for tribal child care centers operated by any of the consortium members. Educational materials are provided to all home providers participating in the ITCN CCDF program.

Grants and Loans: The ITCN CCDF Program will provide grants for home or group providers in its service area to help improve quality and safety of their home. The CCDF Program purchases early educational materials to encourage home providers to present learning materials to the children that are in their care. In addition, to help providers meet health and safety standards, fire extinguishers, smoke detectors, and first aid kits are purchased for providers who do not have and/or cannot afford these materials.

Monitoring: Quality dollars are spent on costs spent, during monitoring of providers.

Training and technical assistance: The ITCN CCDF program provides training for all its tribal child care centers, after school programs, and home providers twice a year. The first training is conducted at the ITCN Annual Convention. Child care professionals from the "Nevada Registry" are brought in to conduct staff training. Secondly, training is provided at the National Afterschool Conference and/or Nevada National Association for the Education of Young Children (NevAEYC) annual convention. The child care centers and after school program staff have the opportunity to participate in the State of Nevada's TEACH program. All home providers have access to all trainings within their areas given by Children's Cabinet or other state, county, or local programs. The ITCN CCDF Program can pay for a portion of the registration/conference fees, books, materials, and travel costs. After completion of each class or workshop, an incentive is given to home providers.



PLAN FOR: Inter-Tribal Council of Nevada, Inc

CHILD CARE & DEVELOPMENT FUND SERVICES

Plan Period 10/1/11 – 9/30/13

Compensation for Child Care Providers: Home providers receive compensation for all college courses and/or workshops completed. The child care center and after school program staff have the opportunity to participate in the State of Nevada's Child Care TEACH program. While participating in the program several types of compensation is given for completed course work and completed evaluations. Child care centers and after school programs receive compensation for all monthly reports completed for the program year.

Other Compensations: Agencies, programs, providers and/or any individuals who refer eligible clients to the CCDF program may be eligible for an incentive.

Comprehensive consumer education: Parents and providers are added to the Children's Cabinet database, in which, they receive information on education, selecting providers, parenting, and child care options. Our Tribal Child Care Centers are members of the National Association for the Education of Young Children (NAEYC), who provides the centers with various educational materials each year. Providers, child care centers, and after school programs can receive vouchers to purchase educational materials from non-profit organizations, state/county programs, and private companies. CCDF provides outreach through its attendance at health fairs, pow wows, career fairs, and various events put on within the tribal communities. CCDF also holds an annual Jamboree in each of those communities for the purpose of supplying information about the CCDF program and its services. CCDF advertises in numerous publications, newsletters, through brochures and fliers, radio, media and social networks, and in any other areas that will help reach our target audience.

Quality funds are also used to purchase CCDF promotional items.

Other quality activities: The ITCN After School program provides an end of the year trip for its students. The students can participate if they attend the program regularly, receive good grades in school, show good behavior while attending the program, and if chosen by their site staff based on a point system which the staff has developed. This program was designed to cut down on bad behavior, increase attendance, create a goal for the children, improve the quality of the program, and bring the families together at the end of the year to show the accomplishments by each student.

To encourage providers, parents, and tribal communities to attend CCDF functions (orientations, parent meetings, public hearings) refreshments are provided and day care is provided for families to eliminate the barriers that may prevent them from attending the meetings.

If needed, CCDF will compensate wages for youth working in a day care center or after school program. CCDF will compensate trainers and presenters working directly with our child care centers, after school programs, and providers.

CCDF conducts "Healthy Child Care Activities" which includes, but not limited to: job fairs, health fairs, health consultations, health screenings, speech therapy, nutrition, immunizations, diabetes prevention services, bike helmets, and car seats, etc.. In addition, we will allow centers and after school programs to participate in "Cultural Activities"; language instruction, storytelling, pow-wows, training opportunities for parents and providers, cultural activities with elders and youth and provide cultural training to non-Native providers.

If available, quality funds will be used to help improve child care centers and after school program facilities. This includes, but not limited to; replacing windows, locks, doors, appliances,



lighting, video surveillance cameras, and safety equipment that will help improve the quality of the child care center.

CCDF will also provide supplies and access to training for home providers, tribal child care centers and tribal after school programs, to promote healthy eating habits, physical fitness and healthy lifestyles.

Lastly, CCDF will promote any quality activities aimed at the enrichment and improvement pertaining to children's self-esteem, achievements, success, healthy living, educational endeavors, or positive lifestyles, including the promotion of family literacy, child development, cultural activities, or expansion of their environment.

Table 5.1.2 Planned Quality Activities for the Plan period- (May be used in Lieu of Narrative Response.)	
a) Training and Professional Development Opportunities for Providers	
<u>Training Topics</u>	
<input checked="" type="checkbox"/>	Child development
<input checked="" type="checkbox"/>	Infant and toddler child care
<input checked="" type="checkbox"/>	Physical activity and nutrition
<input checked="" type="checkbox"/>	Language and literacy
<input checked="" type="checkbox"/>	Inclusive child care
<input checked="" type="checkbox"/>	Health and safety
<input checked="" type="checkbox"/>	Social-emotional development
<input checked="" type="checkbox"/>	Fiscal management
<input checked="" type="checkbox"/>	Administration and program management
<input checked="" type="checkbox"/>	Curriculum development and instruction
<input checked="" type="checkbox"/>	Child Care as a business
<input type="checkbox"/>	Other, describe: _____
<u>Strategies for Making Training Accessible</u>	
<input checked="" type="checkbox"/>	Grants or stipends for attending training events
<input checked="" type="checkbox"/>	Time off to attend training



PLAN FOR: Inter-Tribal Council of Nevada, Inc

CHILD CARE & DEVELOPMENT FUND SERVICES

Plan Period 10/1/11 – 9/30/13

Make substitute providers available

Other, describe: _____

Training Outcomes

Certificate

Credential

Degree

Credit towards required training hours

Other, describe: _____

b) Assisting Providers in meeting Licensing and Health and Safety Standards

Provide health and safety materials/equipment

Grants/mini-grants for health and safety equipment/materials

Classroom materials and resources

Financial assistance in meeting licensing requirements

Other, describe: _____

c) Consumer Education

Resource and referral services

Resource library for parents and providers

Newsletters for providers and parents

Parent handbooks

Toy lending library

Internet-based consumer education on quality child care

Other, describe: _____

d) Staff Compensation & Financial Incentives for Programs

Supplement wages of staff

Bonuses to recruit providers caring for infants/toddlers or other areas of provider shortages

Increase staff compensation in blended Child Care/Head Start programs



PLAN FOR: Inter-Tribal Council of Nevada, Inc

CHILD CARE & DEVELOPMENT FUND SERVICES

Plan Period 10/1/11 – 9/30/13

<input checked="" type="checkbox"/> Bonuses to higher quality programs <input checked="" type="checkbox"/> Implement cash and non-cash career-ladder incentives <input type="checkbox"/> Other, describe: _____
e) School-Age Child Care Activities (Note: all activities must have a direct link to child care) <input checked="" type="checkbox"/> Cultural activities with elders (e.g., regalia making) <input checked="" type="checkbox"/> Culturally-based summer youth programs <input checked="" type="checkbox"/> Mentoring program <input checked="" type="checkbox"/> Drug prevention program <input checked="" type="checkbox"/> Teen pregnancy prevention programs <input type="checkbox"/> Other, describe: _____
f) Culturally Relevant Activities <input checked="" type="checkbox"/> Tribal language immersion programs <input checked="" type="checkbox"/> Integration of storytellers in child care programs <input checked="" type="checkbox"/> Cultural training opportunities for parents and providers <input checked="" type="checkbox"/> Cultural training to non-Native providers <input type="checkbox"/> Other, describe: _____
g) Quality Support for Programs <input type="checkbox"/> Grants to programs to expand quality activities <input checked="" type="checkbox"/> Health Consultation or other related activities <input checked="" type="checkbox"/> Assessment of classroom practice <input type="checkbox"/> Integrating children with special needs (creating inclusive child care settings) <input type="checkbox"/> Higher rates for programs caring for infants and toddlers <input type="checkbox"/> Other, describe: _____

5.1.3. Does Tribal Lead Agency have quality improvement initiatives specifically for relative caregivers or other small home-based providers that are not described in your answers above:

Yes. If yes, describe: _____

No.

5.1.4. Tribes are required to spend a specific amount on School-Age Care and /or Resource and Referral services to fulfill the requirement know as Discretionary Targeted Funds. See the Office of Child Care Website for the FY 2012 estimates.

http://www.acf.hhs.gov/programs/ccb/law/allocations/current/tribal2011/2011_est_alloc.htm



PLAN FOR: Inter-Tribal Council of Nevada, Inc

CHILD CARE & DEVELOPMENT FUND SERVICES

Plan Period 10/1/11 – 9/30/13

How does the Tribal Lead Agency intend to use these funds?

Describe: CCDF uses these funds towards several tribal after school programs, as well as, on licensed and unlicensed after school programs not on tribal lands, through our certificate program.

Section 5.2. Quality Improvement Goals

In the upcoming Biennium, describe the Tribal Lead Agency's goals for improving the quality of care in your program. (Answers will used to guide future training and technical assistance provided by OCC.)

Describe: CCDF has goals of establishing Pre- K assessment testing / School readiness, a resource center and will continue to equip the remaining tribal child care centers with surveillance cameras for safety and monitoring capabilities.



Part 6 – Health and Safety Requirements for Providers

Activities to Ensure the Health and Safety of Children in Child Care This section is intended to collect information on how Tribal Lead Agencies meet the statutory and regulatory provisions related to the health and safety requirements for the CCDF program and how the requirements are effectively enforced. The Personal Responsibility and Work Opportunity and Reconciliation Act of 1996 (Public Law 104-193) requires that in lieu of any licensing and regulatory requirements applicable under State and local law, the U.S. Department of Health and Human Services develop minimum child care standards for Indian Tribes and Tribal Organizations receiving funds under the Child Care and Development Fund. The Minimum Tribal Child Care Standards were first published in April 2000 after three years of consultation with Tribes and tribal organizations, These voluntary guidelines represent the baseline from which all programs should operate to ensure that children are cared for in healthy and safe environments and that their basic needs are being met. We are aware that many Tribes may currently exceed the minimum standards. Each set of standards is organized in three sections that correspond with the basic CCDF health and safety standards: (1) policies, practices, and caregiver training; (2) building and premises; and (3) infection control. Tribal Lead Agencies still maintain the option of using the voluntary Minimal Tribal Child Care Standards or Tribal, State, or local licensing or regulatory requirements.

Section 6.1. Standards for Categories of Care

Table 6.1.1. What standards have the Tribe adopted for the following categories of care?				
<p>Tribal Lead Agencies still maintain the option of using the voluntary Minimal Tribal Child Care Standards or Tribal, State, or local licensing or regulatory requirements.</p>	<p>For each requirement checked, identify which providers must meet the requirement. (Reminder: Non-Exempt Tribal Lead Agencies must have at least one check box in each category of care) Check all that apply.</p>			
	Center-based	Group home	Family home	In-home
<input type="checkbox"/> HHS Minimum Child Care Standards:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Tribal Standards:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> State Licensing Standards Identify State(s): <u>Nevada, Utah & California</u>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Local Licensing Standards or requirements Identify Local entity: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Other Identify Other: <u>ITCN CCDF Health and Safety Standards</u>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>



PLAN FOR: Inter-Tribal Council of Nevada, Inc

CHILD CARE & DEVELOPMENT FUND SERVICES

Plan Period 10/1/11 – 9/30/13

6.1.2. Does the Tribal Lead Agency exempt relative providers from health and safety requirements?

Reminder: A Tribal Lead Agency has the option, to exempt the following relatives from some or all of its health and safety requirements: grandparents, great-grandparents, siblings if living in a separate residence, aunts, and uncles (see Section 6.3). (658)(4)(B), 98.41(g)).

Yes. If yes, identify exempt relative providers: _____

No.



Section 6.2 Compliance with Requirements for Health and Safety

Each Tribal Lead Agency shall certify that there are in effect, within the Tribal, State or local law, requirements designed to protect the health and safety of children that are applicable to child care providers of services for which assistance is provided under CCDF. Such requirements shall include the prevention and control of infectious diseases (including immunization), building and physical premises safety, and minimum health and safety training appropriate to the provider setting. These health and safety requirements apply to all providers caring for children receiving CCDF services. (658E(c)(2)(F), 98.41)

6.2.1. Check the health and safety requirements for **prevention and control of infectious disease** that are in effect for child care providers of services for which assistance is provided under CCDF. For example, these requirements may be included as part of the Tribal Child Care Standards, State licensing requirements, the Minimum Tribal Child Care Standards or local requirements. (658E(c)(2)(F)(i), 98.41(a)(1))

Table 6.2.1. Health and Safety Requirements for the Prevention and Control of Infectious Disease				
Tribal Lead Agencies have flexibility to set requirements for their programs. Check all requirements that the Lead Agency has chosen to implement:	For each requirement checked, identify which providers must meet the requirement. (Reminder: Non-Exempt Tribal Lead Agencies must have at least one check box in each category of care) Check all that apply.			
	Center-based	Group home	Family home	In-home
<input checked="" type="checkbox"/> Physical exam or health statement for providers	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> Physical exam or health statement for children	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> Tuberculosis check for providers	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> Tuberculosis check for children	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Provider immunizations	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> Child immunizations	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Hand-washing policy for providers and children	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Diapering policy and procedures	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Providers to submit a self-certification or complete health and safety checklist	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Providers to meet the requirements of another oversight entity that fulfill the CCDF health and safety requirements	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Other: Describe	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



6.2.2. Check the health and safety requirements for **building and physical premises safety**, including policies and practices to protect from environmental hazards, in effect for child care providers of services for which assistance is provided under CCDF. (658E(c)(2)(F)(ii), 98.41(a)(2))

Table 6.2.2. Health and Safety Requirements for Building and Physical Premises Safety				
Tribal Lead Agencies have flexibility to set requirements for their programs. Check all requirements that the Lead Agency has chosen to implement:	For each requirement checked, identify which providers must meet the requirement. (Reminder: Non-Exempt Tribal Lead Agencies must have at least one check box in each category of care) Check all that apply.			
	Center-based	Group home	Family home	In-home
<input checked="" type="checkbox"/> Building inspection	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Fire inspection, safety and evacuation policy	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Accessibility for people with disabilities	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> Health inspection	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Compliance with inaccessibility of toxic substances policy	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> Compliance with lead paint policy	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> Compliance with safety policy for bodies of water, including swimming pools	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Compliance with safe sleep policy, including SIDS prevention	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Compliance with transportation policy	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Providers to submit a self-certification or complete health and safety checklist	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Providers to meet the requirements of another oversight entity that fulfill the CCDF health and safety requirements	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Tobacco Exposure Reduction	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> Other: Describe	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



6.2.3. Check the health and safety requirements for **health and safety training** in effect for child care providers of services for which assistance is provided under CCDF. (658E(c)(2)(F)(iii), 98.41(a)(3))

Health and Safety Training Requirements		Pre-Service	On-Going
<input checked="" type="checkbox"/> Child Care Centers	CPR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	First Aid	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Training on Infectious Diseases	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	SIDS Prevention (i.e., Safe Sleep)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Medication Administration	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Mandatory Reporting of Suspected Abuse or Neglect	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Child Development	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Supervision of Children	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Behavior Management	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Nutrition	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Breastfeeding	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Tobacco Exposure Reduction	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Physical Activity	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Working with Children with Special Needs or Disabilities	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Emergency Preparedness and Response	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Other. Describe _____	<input type="checkbox"/>	<input type="checkbox"/>	
<input checked="" type="checkbox"/> Group Home Child Care	CPR	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	First Aid	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Training on Infectious Diseases	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	SIDS Prevention (i.e., Safe Sleep)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Medication Administration	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Mandatory Reporting of Suspected Abuse or Neglect	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Child Development	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Supervision of Children	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Behavior Management	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Nutrition	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Breastfeeding	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Tobacco Exposure Reduction	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Physical Activity	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Working with Children with Special Needs or Disabilities	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Emergency Preparedness and Response	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Other. Describe _____	<input type="checkbox"/>	<input type="checkbox"/>	



Table 6.2.3. Health and Safety Requirements for Health and Safety Training

Tribal Lead Agencies have flexibility to set requirements for their programs. Check all requirements that the Lead Agency has chosen to implement.

Health and Safety Training Requirements		Pre-Service	On-Going
<input checked="" type="checkbox"/> Family Home Care	CPR	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	First Aid	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Training on Infectious Diseases	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	SIDS Prevention (i.e., Safe Sleep)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Medication Administration	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Mandatory Reporting of Suspected Abuse or Neglect	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Child Development	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Supervision of Children	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Behavior Management	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Nutrition	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Breastfeeding	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Physical Activity	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Tobacco Exposure Reduction	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Working with Children with Special Needs or Disabilities	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Emergency Preparedness and Response	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other. Describe _____	<input type="checkbox"/>	<input type="checkbox"/>	
<input checked="" type="checkbox"/> In-Home Child Care Providers	CPR	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	First Aid	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Training on Infectious Diseases	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	SIDS Prevention (i.e., Safe Sleep)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Medication Administration	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Mandatory Reporting of Suspected Abuse or Neglect	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Child Development	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Supervision of Children	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Behavior Management	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Nutrition	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Breastfeeding	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Tobacco Exposure Reduction	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Physical Activity	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Working with Children with Special Needs or Disabilities	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Emergency Preparedness and Response	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other. Describe _____	<input type="checkbox"/>	<input type="checkbox"/>	



Section 6.3. Monitoring and Enforcement of Health and Safety Requirements

The Tribal Lead Agency is required to certify that procedures are in effect to ensure that child care providers caring for children receiving CCDF services comply with the applicable health and safety requirements. (658E(c)(2)(G), 98.41(d))

Describe the Tribal Lead Agency policies for effective monitoring and enforcement of requirements applicable to child care program funded under CCDF. We realize that some tribal programs may be required to be licensed by the State or other entity and therefore the enforcement of the licensing requirements is carried out by the State. Check the appropriate boxes below that best describes the visits (announced and unannounced), background checks and any other enforcement policies and practices that govern Tribal child care programs.

6.3.1. Are **announced** and/or **unannounced** visits in its policies as a way to effectively enforce the applicable child care requirements? (658E(c)(2)(E), 658E(c)(2)(G), 98.40(a)(2), 98.41(d))

- Yes. If “Yes” please refer to the chart below and check all that apply.
- No.
- Licensing enforcement is carried out by the State or other outside entity. Identify the State or other entity. If you checked this box, you are not required to complete table 6.3.1.

Table 6.3.1. Information on Monitoring and Inspections		
Provider Categories	Frequency of Routine Announced Visits	Frequency of Routine Unannounced Visits
<input checked="" type="checkbox"/> Center-Based	<input type="checkbox"/> Once a Year <input checked="" type="checkbox"/> More than Once a Year <input type="checkbox"/> Less than Once a Year <input type="checkbox"/> Once Every Two Years <input type="checkbox"/> Other: Describe: _____	<input type="checkbox"/> Once a Year <input checked="" type="checkbox"/> More than Once a Year <input type="checkbox"/> Less than Once a Year <input type="checkbox"/> Once Every Two Years <input type="checkbox"/> Other: Describe: _____
<input checked="" type="checkbox"/> Family Home	<input type="checkbox"/> Once a Year <input checked="" type="checkbox"/> More than Once a Year <input type="checkbox"/> Less than Once a Year <input type="checkbox"/> Once Every Two Years <input type="checkbox"/> Other: Describe: _____	<input type="checkbox"/> Once a Year <input checked="" type="checkbox"/> More than Once a Year <input type="checkbox"/> Less than Once a Year <input type="checkbox"/> Once Every Two Years <input type="checkbox"/> Other: Describe: _____
<input checked="" type="checkbox"/> Group Home	<input type="checkbox"/> Once a Year <input checked="" type="checkbox"/> More than Once a Year <input type="checkbox"/> Less than Once a Year <input type="checkbox"/> Once Every Two Years <input type="checkbox"/> Other: Describe: _____	<input type="checkbox"/> Once a Year <input checked="" type="checkbox"/> More than Once a Year <input type="checkbox"/> Less than Once a Year <input type="checkbox"/> Once Every Two Years <input type="checkbox"/> Other: Describe: _____
<input checked="" type="checkbox"/> In-Home	<input type="checkbox"/> Once a Year <input checked="" type="checkbox"/> More than Once a Year <input type="checkbox"/> Less than Once a Year <input type="checkbox"/> Once Every Two Years <input type="checkbox"/> Other: Describe: _____	<input type="checkbox"/> Once a Year <input checked="" type="checkbox"/> More than Once a Year <input type="checkbox"/> Less than Once a Year <input type="checkbox"/> Once Every Two Years <input type="checkbox"/> Other: Describe: _____



6.3.2. Are background checks used to effectively enforce and monitor health and safety requirements?

Yes. If yes, please refer to the chart below and check all that apply.

Reminder: Some Tribal Lead Agencies have agreements with the State or Tribal entities that conduct the background check of providers. Example: The Tribal Lead Agency has entered into an agreement with the Tribe to conduct background checks. The Tribe's background check consists of both an FBI and DOJ check.

No.

Table 6.3.2. Background Checks (Check all that apply)				
Tribal Lead Agencies have flexibility to set requirements for their programs. Check all requirements that the Lead Agency has chosen to implement:	For each requirement checked, identify which providers must meet the requirement.			
	Center-based	Group home	Family home	In-home
Child Abuse Registry	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Tribal Criminal Background	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Federal Background - either Federal Bureau of Investigation (FBI) and/or Department of Justice (DOJ) (i.e., fingerprint)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Sex Offender Registry	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Other: Describe: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

6.3.3. What other methods either directly or indirectly, does the Tribal Lead Agency use to effectively enforce CCDF health and safety requirements?

Reminder: Examples may include requiring providers to submit plans to correct violations cited during monitoring; Tribal Lead Agency provides technical assistance on how to correct the violation or the prevention of such violations, Tribal Lead Agency has an agreement with the State to enforce compliance with CCDF health and safety requirements, etc.

Describe: CCDF monitors all tribal after school and child care centers more than twice a year on, announced and unannounced, visits. Tribes will not be reimbursed for services until health and safety requirements are met.



PLAN FOR: Inter-Tribal Council of Nevada, Inc

CHILD CARE & DEVELOPMENT FUND SERVICES

Plan Period 10/1/11 – 9/30/13

6.3.4. Does the Tribal Lead Agency disseminate information to parents and the public, about child care program compliance records?

Yes. Describe: _____

No.



APPENDIX 1

CCDF PROGRAM ASSURANCES AND CERTIFICATIONS

The Tribal Lead Agency is designated by the Tribe (or Tribal consortium) to represent the Tribe (or Tribal organization).

The Tribal Lead Agency agrees to follow the Federal laws and regulations that apply to the CCDF program and to follow this Plan, when approved, including the following assurances and certifications.

The Tribal Lead Agency assures that:

- (1) Upon approval, it will have in effect a program that complies with the provisions of the Plan printed herein, and is administered in accordance with the Child Care and Development Block Grant Act of 1990 as amended, Section 418 of the Social Security Act, and all other applicable Federal laws and regulations. (658D(b), 658E(a), 98.15(a)(1))
- (2) The parent(s) of each eligible child within the Tribe or Tribal service area who receives or is offered child care services for which financial assistance is provided is given the option either to enroll such child with a child care provider that has a grant or contract for the provision of the service or to receive a child care certificate. (658E(c)(2)(A)(i), 98.2, 98.30, 98.15(a)(2)) **[Exempt Tribal Lead Agencies are not required to operate certificate programs.]**
- (3) In cases in which the parent(s) elect(s) to enroll the child with a provider that has a grant or contract with the Tribal Lead Agency, the child will be enrolled with the eligible provider selected by the parent to the maximum extent practicable. (658E(c)(2)(A)(ii), 98.15(a)(3), 98.30)
- (4) The child care certificate offered to parents shall be of a value commensurate with the subsidy value of child care services provided under a grant or contract. (658E(c)(2)(A)(iii), 98.15(a)(4), 98.30) **[Exempt Tribal Lead Agencies are not required to operate certificate programs.]**
- (5) The Tribe, or Tribal consortium, will coordinate, to the maximum extent feasible, with the Tribal Lead Agency(ies) in the State(s) in which the child care programs or activities will be carried out. (98.12, 98.14(a)&(b), 98.81(b)(3)(i), 98.82)
- (6) Tribal Child Care and Development Fund (CCDF) programs and activities will be carried out for the benefit of Indian children on an Indian reservation (except for Programs located in Alaska, California, or Oklahoma). (98.81(b)(3)(ii), 98.83(b))
- (7) With respect to State and local regulatory requirements (or Tribal regulatory requirements), health and safety requirements, payment rates, and registration requirements, State or local (or Tribal) rules, procedures or other requirements promulgated for the purpose of the CCDF will not significantly restrict parental choice from among categories of care or types of providers. (658E(c)(2)(A), 98.15(a)(5), 98.15(p), 98.30(e)&(f), 98.40(b)(2), 98.41(b), 98.43(d), 98.45(d))



PLAN FOR: Inter-Tribal Council of Nevada, Inc

CHILD CARE & DEVELOPMENT FUND SERVICES

Plan Period 10/1/11 – 9/30/13

The Tribal Lead Agency certifies that:

- (1) It has procedures in place to ensure that providers of child care services for which assistance is provided under the Child Care and Development Fund (CCDF) afford parents unlimited access to their children and to the providers caring for their children during the normal hours of operations and whenever such children are in the care of such providers. (658E(c)(2)(B), 98.15(b)(1), 98.31)
- (2) It maintains a record of substantiated parental complaints and makes information regarding such complaints available to the public on request. (658E(c)(2)(C), 98.15(b)(2), 98.32)
- (3) It will collect and disseminate to parents of eligible children and the general public, consumer education information that will promote informed child care choices. (658E(c)(2)(D), 98.15(b)(3), 98.33)
- (4) There are licensing requirements in effect that are applicable to child care services provided within the area served by the Tribal Lead Agency pursuant to 98.40. (98.15(b)(4), 98.40)
- (5) There are—under Tribal, local, or State law—requirements in effect designed to protect the health and safety of children; these requirements are applicable to child care providers that provide services for which assistance is made available under the CCDF. (658E(c)(2)(F), 98.15(b)(5), 98.41)
- (6) Procedures are in effect to ensure that child care providers that provide services for which assistance is provided under the CCDF comply with all applicable health and safety requirements. (658E(c)(2)(G), 98.15(b)(6), 98.41)
- (7) Payment rates under the CCDF for the provision of child care services will be sufficient to ensure equal access for eligible children to comparable child care services in the Tribe or Tribal service area that are provided to children whose parents are not eligible to receive assistance under this program or under any other Federal or State child care assistance programs. (658E(c)(4)(A), 98.15(b)(7), 98.43)
- (8) By the end of each three-year funding period (expenditure period for each Federal fiscal year's grant funding), the Tribe must have expenditures that are equal to grant funds received for that fiscal year. (98.67(c))



PLAN FOR: Inter-Tribal Council of Nevada, Inc

CHILD CARE & DEVELOPMENT FUND SERVICES

Plan Period 10/1/11 – 9/30/13

APPENDIX 2

CHILD COUNT DECLARATION

Name of Tribal Lead Agency: Inter-Tribal Council of Nevada, Inc.

This certifies that the number of Indian children under age 13 who reside on or near the reservation or service area is: 8680 (number)

This count shows the number of Indian children under age 13 as of (date) June 30., 2011

Signature of Individual Authorized to
Act for the Tribe/Title

June 30, 2011

Date

Daryl Crawford, Executive Director

Type or Write Name/Title

FY2012

Federal Fiscal Year
<insert appropriate FY>



PLAN FOR: Inter-Tribal Council of Nevada, Inc

CHILD CARE & DEVELOPMENT FUND SERVICES

Plan Period 10/1/11 – 9/30/13

CHILD COUNT DECLARATION
(P.L. 102-477 Tribe)

Name of Tribal Lead Agency: _____

This certifies that the number of Indian children under age 13 (as defined in the CCDF section of the 102-477 plan) who reside on or near the reservation or service area (as defined in the CCDF section of the 102-477 plan) is: _____ (number)

This count shows the number of Indian children under age 13 as of _____
Date

Signature of Individual Authorized to
Act for the Tribe/Title

Date

Type or Write Name/Title

Federal Fiscal Year
<insert appropriate FY>

REQUEST FOR REALLOTTED TRIBAL DISCRETIONARY FUNDS

The Tribal Lead Agency named above requests Discretionary Funds that may be available through the reallocation process.

Yes No



APPENDIX 3

AMENDMENTS LOG

Child Care and Development Fund Plan
For the period: 10/1/2011 –9/30/2013

GRANTEE NAME: _____

Section Amended	Effective/Proposed Effective Date	Grantee Signature and Date Submitted to ACF	ACF Approving Official's Signature and Date
_____	_____		
_____	_____		
_____	_____		
_____	_____		
_____	_____		
_____	_____		
_____	_____		
_____	_____		
_____	_____		

Instructions:

- (1) Tribal Lead Agency completes the first 3 columns and sends a photocopy of this log (showing the latest amendment sent to ACF) and the amended section(s) to the ACF Regional contact. A copy of the log, showing the latest amendment pending in ACF, is retained in the Tribal Lead Agency's Plan.
- (2) ACF completes column 4 and returns a photocopy of the log to the Tribal Lead Agency.
- (3) The Tribal Lead Agency replaces this page in the Plan with the copy of the log received from ACF showing the approval date.
- (4) Program Instruction CCDF-ACF-PI-2009-01 provides specific details and timelines specific to the plan amendment process.

Reminder: This process depends on repeated subsequent use of the same log page over the life of the Plan. At any time the log should reflect all amendments, both approved and pending in ACF. The Tribal Lead Agency is advised to retain those "old" plan pages that are superseded by amendments in a separate appendix to its Plan.



PLAN FOR: Inter-Tribal Council of Nevada, Inc

CHILD CARE & DEVELOPMENT FUND SERVICES

Plan Period 10/1/11 – 9/30/13

APPENDIX 4

LIST OF CERTIFICATIONS

New Tribal CCDF applicants must complete and submit the following certifications as Appendix 4 of their Tribal plan preprint:

- Assurance of compliance with Title VI of the Civil Rights Act of 1964
- Certification regarding debarment (includes definitions for use with the certification of debarment)
- HHS certification regarding drug-free workplace requirements
- Certification of compliance with the Pro-Child Act of 1994

New applicants should contact their ACF Regional Office to obtain copies of the required certifications.

Current Tribal Lead Agencies were previously required to submit these certifications with their 2-year plan preprint. Therefore, the certifications do not need to be submitted again. Tribes are reminded that even if they have changed their Tribal Lead Agency, the certifications apply to the successor agency.



**APPENDIX 5
(OPTIONAL)
TRIBAL LEAD AGENCY SYNOPSIS**

Funding Status (Check appropriate box based on current CCDF allocation)		
Exempt (CCDF allocations less than \$500,000)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Non-Exempt (CCDF allocations equal to or greater than \$500,000)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Tribal Consortia (Tribal Lead Agency operating as a consortium)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
477 Tribe (Currently operating under an approved 477 Plan)	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Description of Direct Child Care Services (Check all that apply)			
Center-Based	Group Home	Family-Home	In-Home
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Grants or Contracts for child care slots	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Tribally-Operated Centers	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
	Number of Centers #: <u>7</u>		
	Type of Services <input checked="" type="checkbox"/> Full-time <input checked="" type="checkbox"/> Part-time <input checked="" type="checkbox"/> After-School		

Quality – Does the Lead Agency Provide the following:		
Conduct assessment of quality needs of the providers	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Provide Training and Professional Development for Providers	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Assist Providers in meeting licensing requirements	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Culturally Relevant Activities	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
School-Age Child Care Activities	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Health and Safety (H & S) - Does the Tribal Lead Agency use:		
Announced visits to enforce H & S Requirements	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Unannounced visits to enforce H & S Requirements	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Background Checks to screen providers	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Sanctions for noncompliant with H & S requirements	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Highlight of Quality Activities: Accomplishment and Best Practices(Attach Narrative):
Provide a brief description of the Tribe's Quality Activities, for example accomplishments and best practices identified by the Tribal Lead Agency. Describe: _____