HUMAN SERVICES GRANTS PROGRAM (HSGP)

FY 2022-23 PROGRAM STATUS REPORT

Agency: Connections for Children

Program: Santa Monica Child Care Family Support & Quality Improvement

|  |
| --- |
| **SELECT** |
|  |
| X |

###### FY 2022-23 SUBMISSION CALENDAR

**REPORTS**

**REPORT PERIOD**

**REPORT DEADLINE**

Mid-Year Program and

Fiscal Status Reports

7/1/2022 – 12/31/2022

Monday, February 6, 2023

Year-End Program and

Fiscal Status Reports

7/1/2022 – 6/30/2023

Thursday, August 31, 2023

**Instructions:**

* This document should be used by HSGP grantees to report on mid-year and year-end outcomes and accomplishments.
* All reports submitted to the City are considered public record. Please note that staff will use the information provided in the mid-year and year-end reports to provide Council and the public with summary reports of agency performance highlighting key outcomes, successes, findings and concerns.
* Some programs or agencies may be subject to additional or different reporting requirements per the program’s Exhibit A, Special Funding Conditions, of your executed Grant Agreement with the City.
* It is important, when preparing this report, to be familiar with the program’s Exhibit B, Program Plan, of your executed Grant Agreement with the City.
* Please insert responses in the spaces provided for Sections I-VII for both the Mid-Year and Year-End Program Status Reports.
* A separate Program Status Report must be prepared for each Program Plan specified in your contract.
* To submit your completed report to the City, upload the file to your agency’s SharePoint folder. A link to your agency’s SharePoint folder as well as instructions on how to use the site will be emailed to your staff separately.

**SECTION I: PROGRAM ACCOMPLISHMENTS, CHALLENGES, AND CHANGES**

Provide a brief summary of your program accomplishments, challenges, and changes that occurred during the reporting period. Please also provide information or observations related to population or service trends.

**Child Care Referrals**

Connections for Children (CFC) offers free child care resources and referrals to any parent residing and/or seeking care in our service area. CFC offers enhanced referrals to Santa Monica (SM) residents who qualify for child care subsidy. For enhanced referrals, CFC staff contact child care providers to confirm availability before giving families a customized list of licensed SM providers with current openings who meet their expressed needs and preferences.

CFC staff monitor and communicate with the network of licensed SM providers on a quarterly basis to keep track of child care vacancies and program changes. As of June 30, 2023, 91% of SM providers (93% Centers and 84% FCCs) were open, and there were 397 available child care slots (50 infant, 286 preschool and 68 school-age) in the City.We also regularly report these updates to city staff, the SM Early Childhood Task Force, the SM Economic Recovery Task Force – Child Care Subgroup, and the Child Care Alliance of Los Angeles.

CFC regularly promotes child care openings among SM families and partner agencies and connects eligible families to our subsidy programs to help offset the high cost of care. We are an active member of the Early Childhood Wellbeing Project (ECWP) of Family Service of Santa Monica (FSSM) that supports cross-agency referrals and facilitates enrollment of vulnerable families into the SM Subsidy Program. Our participation in ECWP helps streamline the process for families enrolling in the child care subsidy program and eliminates obstacles families may face in accessing affordable, quality child care in the City.

**CHILD CARE INQUIRIES FIELDED**

|  |  |
| --- | --- |
| **Data from July 1, 2022 – June 30, 2023** | |
| Santa Monica Residents Requesting Child Care in Santa Monica | 124 |
| Non-Residents Requesting Care in Santa Monica | 484 |
| **Total** | 608 |

**Child Care Subsidy**

In addition to offering child care referrals, CFC manages state, county, and city childcare subsidized eligibility lists. The number of SM children on the list of eligible children as of June 30, 2023 is 140. These are children from low-income families who rely on child care to work, attend school, and stay housed.

**SUBSIDY ELIGIBILITY LIST (SM residents on CFC’s child care subsidy eligibility list at End of Year)**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Zip** | **Families** | **Children** | **Age** | **<1** | **1** | **2** | **3** | **4** | **5** | **6** | **7** | **8** | **9** | **10** | **11** | **12** | **13+** |
| 90401 | 7 | 7 |  | 1 | 1 | 2 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 |
| 90402 | 4 | 5 |  | 0 | 0 | 1 | 1 | 0 | 0 | 1 | 2 | 0 | 0 | 0 | 0 | 0 | 0 |
| 90403 | 16 | 18 |  | 4 | 1 | 2 | 2 | 3 | 3 | 1 | 1 | 0 | 0 | 0 | 1 | 0 | 0 |
| 90404 | 53 | 71 |  | 1 | 7 | 6 | 8 | 8 | 10 | 12 | 5 | 7 | 0 | 2 | 4 | 1 | 0 |
| 90405 | 30 | 39 |  | 3 | 3 | 2 | 3 | 9 | 3 | 4 | 7 | 2 | 3 | 0 | 0 | 0 | 0 |
| **Total** | **110** | **140** |  | **9** | **12** | **13** | **14** | **22** | **16** | **18** | **15** | **9** | **3** | **3** | **5** | **1** | **0** |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

Enrollment of SM children in CFC-administered subsidy programs is consistent with last year’s Year-End Report. To align the SM Subsidy Program with our state subsidy programs, per City of SM approval, CFC waived family fees for FY 22-23. CFC also administered two stipends to SM child care providers that closely mirrored stipends that were distributed by state subsidy programs; the difference being that the stipend amounts for SM providers were slightly higher than the statewide amount due to the higher cost of care in SM.

**SUBSIDIES PROVIDED**

**(SM children enrolled in all CFC-administered subsidy programs at End of Year)**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **SM Subsidy Program** | **Other Subsidy Programs (State and County funds)** | **TOTAL** |
| Infants/Toddlers\* | 12 | 10 | 22 |
| Preschool Age | 64 | 39 | 103 |
| School Age | 8 | 65 | 73 |
| **Enrolled as of 06/30/23** | **84** | **114** | **198** |
| Type of care utilized |  |  |  |
| Center | 63 | 41 | 104 |
| Small FCC | 1 | 8 | 9 |
| Large FCC | 20 | 30 | 50 |
| Exempt Care | 0 | 35 | 35 |
| **Total** | **84** | **114** | **198** |
| Children in Sites Rated    High Quality/Top Tier | 19 | 2 | 21 |

**SUBSIDY FUNDING BREAKDOWN**

**(SM children enrolled in all CFC-administered subsidy programs by**

**home zip code and funding source at Year-End)**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Program** | **90401** | **90402** | **90403** | **90404** | **90405** | **Total** |
| CalWORKs Stage 1 (County) | 4 | 2 | 8 | 17 | 14 | 45 |
| CalWORKs Stage 2 (State) | 0 | 0 | 1 | 8 | 9 | 18 |
| CalWORKs Stage 3 (State) | 3 | 0 | 0 | 6 | 5 | 14 |
| CAPP (State) | 3 | 0 | 2 | 17 | 9 | 31 |
| Bridge (State) | 0 | 0 | 1 | 4 | 1 | 6 |
| Santa Monica | 3 | 2 | 6 | 49 | 24 | 84 |
| **Total** | **13** | **4** | **18** | **101** | **62** | **198** |

**Early Learning Playgroup**

This fall, CFC returned to in-person Family Time sessions at Virginia Avenue Park starting once a month in September 2022 and beginning bi-monthly in January 2023. Parents and caregivers have shown enthusiasm in participating with the children as they learn new activities aligned with the Early Development Instrument (EDI) developmental domains. With our “Mindfulness Moment” segment, we help support children’s and caregivers’ self-regulation and resiliency during this transitional time.

To increase our reach to SM parents and caregivers, CFC promoted our programming and shared resources with partner agencies in our newsletter and on our social media platforms. CFC staff canvassed various public community areas in SM, such as Virginia Avenue Park, Santa Monica College, Douglas Park, and the Santa Monica Public Library to share information about CFC resources. We also participated in Virginia Avenue Park’s Back-to-School Event, Open House, Santa Monica College’s VIP Welcome Day as well as the Arts & Literacy Festival to connect with potential subsidy program parents and inform them of CFC’s available programs and services. These increased outreach efforts resulted in an increase in SM residents participating in Family Time programming. Last year, only five (5) SM residents participated in Family Time and this year there was an 800% increase with 40 SM residents attending Family Time programming.

|  |  |  |
| --- | --- | --- |
| **Family Time Participation 7/1/22-6/30/23 – 25 Sessions** | | |
| **Total Children:** |  | 292 |
| **Total Adult Participants:** |  | 192 (40 residents or 20% are SM residents and reside in: 90401, 90402, 90403, 90404, & 90405) |
| *Parents*: |  | 90% |
| *Center & FCC Staff*: |  | 10% |
|  |  |  |

**Quality Improvement Support**

CFC offered quality improvement efforts with a focus on child care programs that serve families receiving subsidy. To enhance CFC’s ongoing professional development series (which is aligned with the California Early Care & Education Core Competencies), we surveyed providers’ topics of interest at the beginning of our fiscal year and facilitated trainings on Trauma-Informed Care, Preventative Health & Safety, Culturally Inclusive Environments, and Creating Equitable Spaces for Parents. Providers also received phone consultations, technical support, and resources from CFC staff.

We continue to encourage all licensed providers in SM to actively recruit and enroll families receiving subsidy so that all children, regardless of family income, have access to high-quality early learning experiences. In SM, there are currently nine (9) centers that are National Association for the Education of Young Children (NAEYC) accredited, and one (1) FCC with National Association for Family Child Care (NAFCC) accreditation.

CFC provided quality support to programs by offering ongoing resources to LA Department of Health’s COVID-19 tele-briefings and links to available grants and stipends such as the Child Care Provider Recovery Grant as well as the New Construction and Major Renovations Grant. We also leveraged resources through the Instructional Materials Grant and Child Care Initiative Project’s American Rescue Plan Act Grant to provide 17 child care providers (16 Family Child Care, 1 license-exempt provider) in SM free, educational supplies from Lakeshore Learning and Kaplan (ranging from $500 to $5000) depending on eligible needs. We also provided $1684 in CPR reimbursements for four (4) centers and four (4) Family Child Care sites (a total of 17 ECE staff) in SM. At the end of FY 22-23, two (2) SM providers attended CFC’s first, full-day and in-person Trauma-Informed Care (TIC) Provider Conference. During this event, child care providers participated in the following workshop topics: Introduction to CFC’s Emergency Child Care Bridge Program, Trauma-Informed Approach & Compassionate Care—for Others and Ourselves, and Trauma-Informed Art in ECE.

###### SECTION II: ASSESSMENT, EVALUATION AND PARTICIPANT INVOLVEMENT

Briefly describe or list any program assessment or evaluation efforts during the reporting period and summarize the results achieved. Specifically highlight any program participant involvement in these efforts.

Please highlight any new efforts to collaborate with other service providers and/or leverage services. Please include the agency name(s) and service(s) provided.

Parent surveys are conducted at each family’s subsidy enrollment or re-certification appointment to assess the impact of the SM subsidy program on the lives of participating families. Fifty-one percent of participants (39 of 71) completed the survey this year. Of the respondents, 20 were re-certifying to continue receiving child care subsidy and 19 were newly enrolling in the program. Some of the key data points include:

* 100% indicate that the child care subsidy assistance significantly improves their family's life.
* 97% believe the subsidy assistance gave them greater choices in selecting quality child care.
* 100% stated their child care provider has helped them to much better understand their child's growth and development.
* 100% note that child care subsidy assistance was important in helping to keep a job or go to school.

###### SECTION III: BOARD INVOLVEMENT

* CFC held six (6) Board of Director’s meetings during this reporting period (7/27/22, 9/28/22, 11/16/22, 1/25/23, 3/25/23, 5/24/23) and one Board Retreat (2/4/23).
* The average Board member attendance was 12 per meeting.
* Board development activities included:
  + **Recruitment:** Informed by our annual Board survey, CFC welcomed and oriented three (3) new Board members. We also updated our agency website to include all Board member biographies and photos.
  + **Engagement:** This reporting period CFC Board members participated in a Board Retreat and Social Hour, our community event, Holiday Angels, our largest fundraiser, the Betsy Awards, in-person Board meetings, and CFC All Staff meetings.
* This past reporting period, the Board focused its attention on developing a three-year Strategic Plan. With the help of outside consultants and guided by the Programs and Strategies Committee (a Board Committee made up of Board members and the CFC management team), the CFC Strategic Plan was finalized in June 2023 and adopted by the Board in July 2023.
* Five (5) CFC Board members live or work in Santa Monica.
* CFC by-laws allow for up to 20 Board members. This past year we recruited three (3) new Board members while one person retired from Board service, raising our Board member participation to 14 members from 12 members the previous fiscal year. CFC is committed to expanding and diversifying our Board and we will continue to recruit based on agency needs and values.

###### SECTION IV: STAFFING PATTERN

Have there been any staffing changes during the reporting period (i.e., staff vacancies, staff recruitment, changes in FTE)? Please describe. If staff vacancies exist, please provide an anticipated hiring date and explain how caseloads and work have been distributed to ensure service levels are maintained.

Please indicate how volunteers or paid or unpaid interns were used during the reporting period. Provide the total number of volunteers or interns and hours provided. If interns were used, please indicate their program level (e.g. undergraduate, masters).

* The new Director of Programs began employment at CFC on October 4, 2022. The Director of Programs is responsible for the oversight of CFC’s programs division, including the Resource and Referral (R&R) and Child Care Subsidy departments. The Director of Programs oversees agency efforts to ensure the strategic delivery of high-quality programs and services, including those funded by the City of Santa Monica. This change was formally communicated to City staff.
* The Trauma-Informed Care Supervisor concluded employment at CFC on June 23, 2023. This position was responsible for implementing Family Time programming. Due to strategic restructuring, this position has become a manager position, the Trauma-Informed Programs Manager; recruitment for this position is currently underway. The Trauma-Informed Programs Manager will be responsible for implementing Family Time programming. In the interim, this program continues under the supervision of the R&R Department Manager and is staffed by R&R department staff.
* This program does not utilize volunteers or unpaid interns.

**SECTION V: SPECIAL FUNDING CONDITIONS**

Provide a status report on how the agency is meeting its funding conditions listed in Exhibit A of your Grant Agreement, clearly addressing each individual funding condition in bullet point format.

**Standard Funding Conditions**

1. CFC stands ready to participate in the City’s efforts to develop an outcomes measurement system to better track human services program demographics and outcomes. CFC participates in relevant meetings and provides program data to the City, as requested.
2. CFC followed guidance from public health officials to provide services in adherence to the safety protocols related to the COVID-19 pandemic, including modifications to service delivery, physical infrastructure, safety equipment, and protocols to protect participants and staff. At the beginning of the reporting period, our office reopened to the public (by appointment), and we continued to provide our core services virtually using phone, email, and videoconferencing. This fall, we began offering in-person Family Time sessions while maintaining compliance with all LA County COVID-19 ECE protocols. In the Winter, CFC fully resumed in-person services meaning that all clients are welcome at any time to visit the CFC office; an appointment is not required. CFC continues to provide personal protective equipment (PPE) for all clients and staff and adheres to best practices in disinfecting common areas and making hand sanitizer and wipes available to clients and staff.

CFC staff are also co-located at the Santa Monica Early Childhood Lab School twice monthly and by appointment. This past year, we hosted contactless, drive-through events to equip child care providers with PPE and other critical program supplies. CFC drafted a COVID-19 Prevention Plan as required by Cal/OSHA. CFC also adopted an agency vaccination policy.

1. CFC assists eligible participants in submitting applications to applicable Santa Monica Housing programs, and leverages relationships with other social service agencies in our community, such as those in the ECWP, to support families in need of housing.

**Youth & Families Agencies**

1. CFC actively participates in Santa Monica Cradle to Career (SMC2C) collective impact meetings and initiatives, including the Building Blocks for Kindergarten Work Group and the Early Childhood Task Force (and Steering Committee). CFC staff are also part of the ECWP network.
2. CFC is prepared to work with the City and families on any community crisis. CFC staff participated in the Santa Monica Economic Recovery Task Force – Child Care Subgroup and the City’s Volunteer/Nonprofit Leader Connection calls to collaborate with other nonprofit agencies to address urgent community needs and leverage available resources during the COVID-19 pandemic. CFC led various emergency response efforts to support families and caregivers during the pandemic which included enhanced child care referrals for essential workers, child care subsidy vouchers for essential workers, emergency and safety supply distributions for providers, regular check-ins, and sharing of timely resources for providers. CFC also provides quarterly updates to the City on provider status and capacity to serve families.
3. CFC acknowledges the City’s commitment to abuse prevention, as specified in the City’s Administrative Instruction, and similarly maintains this commitment by ensuring that all staff who may or will have contact with minors while providing services or performing activities that are directly or indirectly funded with City funds (the “Relevant Personnel”) are screened in accordance with, receive training on, and comply with all federal, state, and local laws, ordinances, regulations, and directives, as well as rules imposed by school districts or other government agencies, that are directed at preventing abuse or neglect of minors or promoting the safety, protection, and wellbeing of minors.

**Early Education**

1. CFC Subsidy Program Specialists verify subsidy eligibility based on employment or school records of all parents and the residency by reviewing utility bills, valid driver’s license, or identification cards; verification is also based on referral from supportive housing programs or referral from the ECWP network. Participants in the State-funded essential worker voucher are able to self-certify their eligibility information, per state guidelines.
2. CFC’s Provider Specialist conducts an annual review to document that all providers have a current license to operate. The last review was in August 2022, documenting that each provider accepting SM subsidy had a current license to operate.

**SECTION VI: SERVICE NEEDS AND REFERRALS**

The following tables track data on program participant needs and the inter-agency relationships utilized to address them. Please provide this information as completely and accurately as possible for participants entering your program.

|  |  |  |
| --- | --- | --- |
| **ASSESSMENT OF ADDITIONAL SERVICE NEEDS**  **(Santa Monica Participants)** | **FY 2022-23**  **Number Responding “Yes”**  **at Mid-year** | **FY 2022-23**  **Number Responding “Yes”**  **at Year-end** |
| 1. “Do you or anyone in your household have unmet employment needs?” | 1 | 4 |
| 1. ”Have you missed or been late on a home rental or mortgage payment within the last 12 months?” | 2 | 7 |
| 1. “Do you or anyone in your household have an unmet childcare/afterschool need?” | 0 | 0 |

|  |  |  |
| --- | --- | --- |
| **INCOMING PARTICIPANT REFERRALS**  **(Santa Monica Participants)** | **FY 2022-23**  **Number**  **at Mid-year** | **FY 2022-23**  **Number**  **at Year-end** |
| Participants referred by another agency | 7 | 8 |
| **Please list the top 3 referring agencies** |  |  |
| * 1. **Family Services of SM** | 6 | 7 |
| * 1. **Venice Family Clinic** | 1 | 1 |
| * 1. **n/a** |  |  |

**SECTION VII: PROGRAM SERVICES AND OUTCOMES**

Provide a status report on the program activity levels and outcomes for Santa Monica program participants as indicated in Section VII of your Program Plan. Examples have been provided for your reference; please insert rows as needed to align with your Program Plan. For outcome achievement not documented in a report, please provide narrative explanation and/or documentation of how outcome data is captured.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Service Category/ Program Goal** | **Activity Type** | **Activity Description** | **Annual Target\*** | **Documentation**  **Method** | **Mid-Year**  **Status Report** | **Year-End**  **Status Report** |
| 1 | ***Increase***  ***Child Care Access (Referrals)*** | Output | Any SM subsidy participants (families) receive enhanced referral upon request | 100% | Case File | **100%** of SM subsidy participants received an enhanced referral upon request. | **100%** of (16) SM subsidy participants received an enhanced referral upon request. |
| Output | CFC staff provide ongoing outreach and support to licensed child care providers in Santa Monica. | 340 points of contacts | R&R Database | **693** points of contact which include updates, technical support and assistance. | **756** points of contact which include updates, technical support and assistance. |
| Outcome | Maintain or increase the number of SM licensed providers who accept child care subsidy | 38 | Case File | **48** providers accept CFC-administered subsidy. | **52** providers accept CFC-administered subsidy. |
| 2 | ***Increase***  ***Child Care Access (Subsidy)*** | Output | SM children enrolled in child care subsidy program | 180 | Case File | **168 SM (129 families)** children are enrolled in child care subsidy program. | **198 SM (151 families)** children are enrolled in child care subsidy program.  *(See Page 3 for breakdown of subsidy funding)* |
| Output | SM subsidy participants (families)  are able to gain/maintain/improve employment | 153 (85% of 180) | Case File | **100%** of parents with children enrolled report they are able to gain/maintain/improve employment. | **100%** of parents with children enrolled report they are able to gain/maintain/improve employment. |
| Outcome | SM subsidy participants (families)  are able to attend education/training | Case File |
| Outcome | SM subsidy participants (families)  are able to gain/maintain housing | 25 | Case File | **8** SM subsidy families said they were able to gain/maintain housing. | **10** SM subsidy families said they were able to gain/maintain housing |
| 3 | ***Improve***  ***Child Care Quality*** | Outcome | SM early childhood educators participate in CFC professional development trainings | 25 | Training Registry | **5** SM early childhood educators participated in **6** CFC professional development trainings. | **7** SM early childhood educators participated in **10** CFC professional development trainings. |
| Outcome | SM providers who accept subsidy complete Gateways Passport, maintain/increase quality rating or accreditation | 8 | Training Registry & Provider Records | **11** SM providers who accept subsidy completed Gateways Passport (**0**), maintain/increase quality rating or accreditation (**10 centers, 1 FCC**) | **10** SM providers who accept subsidy completed Gateways Passport (**0**), **or**  maintained/increased quality rating or accreditation (**9 centers, 1 FCC**) |

###### VARIANCE REPORT:

###### Year-end: Please provide an explanation for each output or outcome for which achievement is above or below 10% of the projected target.

Child Care Subsidy

Based on the family screenings completed during the participants' initial enrollment or recertification, only 10 SM participants reported that they were able to gain or maintain housing. This low self-reported number prevents us from meeting the outcome of “SM Subsidy participants (families) are able to gain/maintain housing” at this time given that the annual target is 25 participants. CFC believes that due to the stigma associated with being displaced participants fail to report their true living situations. CFC will strategize new ways to inform participants of resources available when facing housing insecurities in the hope that more participants are helped and the target number is met.

Quality Improvement Support

While SM provider participation increased from mid-year to year-end, attendance at CFC professional development trainings is under our program target. CFC offers free Early Care and Education Trainings for providers to attend virtually at least twice a month. CFC notifies providers of these trainings and other professional development opportunities through emails. Although trainings were offered during evening hours and Saturday mornings per providers’ requests on our annual provider survey, providers shared that their training topics of interest and preferred training schedules have shifted since reopening and that they are low on staff, which impacts their availability to attend trainings. At this time, we are finding that one-on-one consultation and distribution of supplies and resources are the greatest needs among providers.

CFC staff continue to support providers with technical support such as assistance with stipends/grants, COVID testing and guidance, supply distributions, and monthly workshops. CFC plans to provide a combination of virtual and in-person trainings in fiscal year 2023-2034.

CFC also plans to work with different community partners such as Santa Monica College and Virginia Avenue Park to co-locate staff. We are confident this will improve our outreach efforts and allow CFC to reconnect with the SM community and increase awareness of among parents and providers.

One SM provider who accepted subsidy closed in the second half of the year, accounting for the decrease from 11 providers at MY and 10 providers at YE.

**SECTION VIII: PROPERTY MANAGEMENT**

If this program has entered into a lease agreement with the City of Santa Monica, please provide a status report of facility improvements and routine maintenance performed during the reporting period.

**n/a**

**By submitting this report to the Housing and Human Services Division, I certify that this report is true, complete and accurate to the best of my knowledge and that all disbursements have been made in compliance with the conditions of the Grantee Agreement and for the purposes indicated.**