





Arizona Department of Education

Preschool Development B-5 Renewal Grant (PDG)

Early Childhood Team

August 18th, 2023

ADE Early Childhood Education Team



- **Vacant**, Director of Early Childhood Education
- **Alexis Horne**, HSCO Director (Western)
- **Caris Hall**, Data Finance Specialist
- **Lourdes Johnson**, ECE Grants Manager (Southern)
- **Deanna Jergenson**, ECE Program Specialist (Eastern)
- **Patsy Rethore-Larson**, ECE Program Specialist (Central)
- **Chelsea Rousseau**, ECE Program Specialist (Northern)
- **Wendy Logue**, Early Literacy Specialist
- **Rhonda Finding**, Early Literacy Specialist
- **Laura Lee**, CLSD Grant Program Manager
- ***Wendy Flynn**, ECE Workforce Specialist
- ***Priscilla Sachs**, ECE Inclusion Specialist

[ADE ECE Team](#)

Preschool Development Grant Birth 5 Renewal (PDG)



- **Grant Award**
 - ❑ \$14 million/yr (3 years)
- **Grant Priorities**
 - ❑ Increase support for Birth-5 Workforce
 - Scholarships & apprenticeship
 - CTE mini-grants
 - Professional development
 - ❑ Increase inclusive settings
 - ❑ Increase access to high quality ECE
 - ❑ Increase family engagement
- **Subgrant Updates**
 - ❑ \$6.8 million for high needs communities
 - Startup/expansion for infant-toddler
 - Slots for infants, toddlers, & PreK
 - ❑ Another round of grant applications- Spring 2024
 - ❑ Funds must be liquidated by June 30, 2024





- Programs who are receiving start up and expansion funding will need to be fully operational by February 2024
 - ❖ Be licensed by applicable state, federal or Tribal licensing agencies.
 - ❖ *Actively registered in the ADE Connect Applications, ADE EMAC, and Teaching Strategies GOLD (TSG).*
 - ❖ *Collaborate and coordinate efforts to recruit eligible families within the HNC.*
 - ❖ *Establish a waiting list to ensure that all sub-grantees maintain full enrollment and will enroll new children as slots become available.*
 - ❖ *Ensure a research- or evidence-based developmentally appropriate curriculum is in place (PDG Manual, p. 11)*

- Programs **that only applied for Start-up/Expansion** will most likely need to complete an application for infant/toddler slots or preschool slots.



PDG B-5 Renewal Grant- Reimbursement

The PDG is a cost-reimbursement grant, a type of grant under which Arizona Department of Education (ADE), Early Childhood Education (ECE) team will reimburse the sub-grantee for work performed and/or costs incurred by the sub-grantee up to the total amount specified in the grant and contingent upon allowable use of funds. PDG reimbursement requests will be made using the ADE electronic Grants Management Enterprise System (*PDG Manual, p. 20*).

For frequently asked questions, documentation, and fiscal processes associated with the Grants Management Enterprise system, please visit the website [Grants Mangement](#) & interactive [Grants Management Resource Library](#).



- **Direct Costs:** are those for activities or services that benefit specific projects, e.g., salaries for teachers, aids, paraprofessionals and materials required for a particular project. Because these activities are easily traced to projects, their costs are usually charged to projects on an item-by-item basis. Those staff must be working directly with PDG children in a classroom to be able to receive 100% funding by PDG for salaries (*PDG Manual, p. 25*).

Supplanting Federal law prohibits recipients of PDG funds from supplanting— that is, replacing state, local, or agency funds with federal funds. This means that existing funds for a project and its activities may not be displaced by federal funds and reallocated for other organizational expenses. For example, if a sub-grantee is already paying for a director salary with other school funds, it cannot use PDG funds to pay Director Salary and use the “savings” for other purposes. Since the Director was already paid with local sources, it is not legitimate to transfer that position's salary under the funding of the new grant (*PDG Manual, p. 25*).

- **Option C - Direct Charge:** With proper justification, Sub-grantee may include an allocation for administrative costs up to 5% of the total funds requested. Administrative costs may include cost of auditing, accounting, financial, payroll, salaries and benefits of the program director and other administrative staff (*PDG Manual, p.25*).

PDG B-5 Renewal Grant- Allowable Expenses



- 6300/6400- Rent and cleaning of the PDG classroom is an allowable expense. Programs cannot charge 100% of rent or cleaning services to PDG; they will need to cost allocate or charge the percentage of PDG children enrolled in the program vs. non-PDG children and charge that percentage of rent and cleaning to PDG. This will include any building that houses PDG children (*PDG Manual, p. 23*).
- Food costs should be linked to learning experiences and aligned with *Arizona Early Learning Standards* and/or EMPOWER and health and nutrition program goals (*PDG Manual, p. 24*).





- Grant funding may not be used for construction. Current classroom must be existing with appropriate license capacity for an infant or toddler classroom (*PDG Manual, p. 21 & 24*).
- The exception for permanent installations must still align with direct expenditures in the direct expenditure definition; areas of the facility that have been identified as a health and safety risk from AZDHS that do not directly relate to the grant program, such as facility upkeep or maintenance (i.e., air conditioning) do not fall under direct costs and are NOT allowable expenses. Those that have been deemed a health risk from AZDHS will need to provide evidence (*PDG Manual, p. 24*).
- 6500- PDG does not cover insurance unless the cost of having the PDG students exceeds their existing policy. Proof is required to justify (*PDG Manual, p. 21*).

PDG B-5 Renewal Grant- Budget Updates



- Although year one of the grant is competitive for LEAs applying during cohort session 1, the following year will be continuation grants. The cohort session 2 (beginning in the Spring of 2024) will be competitive. PDG funds may carryover in year 1 to 2; however, if a subgrantee is experiencing challenges with expending its funding, ADE staff is available to provide guidance (PDG Manual, p. 20)
- Out of Compliance- Fiscal Programs failing to submit required fiscal documentation in Grants Management Enterprise (GME) are at risk of being put on a **Global Hold**. **Any PDG site is subject to a fiscal audit at any time** (PDG Manual, p. 26)





Questions

& Answers

PDG B-5 Budget Office Hours



PDG award funding is not accessible until budgets are approved. All requested budget revisions must be submitted by the deadline in Grants Management Enterprise (GME) prior to reimbursement requests.

- [August 22nd, 2023 at 2:00pm](#), [August 22, 2023 at 2:30pm](#) and [August 23rd at 3:00pm](#): **Mandatory PDG Budget and Fiscal onboarding 30 minute discussion.**
- **August 30th, 2023**: Budget has been officially revised and approved per ADE requests. Non-revised budgets not updated by this date risk award forfeiture.
- **September 30th, 2023**: Programs are fully operational; i.e., per AZDHS licensing standards appropriate furniture and materials are present in the classroom(s)
- **Tuesdays from 2:30-3:00pm are specific to PDG are on Tuesday per Caris' office hours.**

Professional Learning Opportunities



- ADE Trained Trainer Professional Learning
 - Strengthening Families Protective Factors
 - Adverse Childhood Experiences (ACEs)
 - Devereux- Build Your Bounce Resilience Trainings
 - Saturday, August 26th 9-11am

LETRS Statewide Opportunity
[Interest Form](#)

ECQUIP Revised Plan
Wednesday, September 6th
9-10:30am

[ADE ECE Professional Learning Website](#)

ECE Team & Contact



ADE Early Childhood Contact Information

- Email: PDGinbox@azed.gov
- ECE Main Line: 602-364-1530
- Website: <https://www.azed.gov/ece>
- ECE Team: <https://www.azed.gov/ece/contactus>

