

Office of Head Start National Center

National Center on Program Management and Fiscal Operations

Community Assessment: The Foundation for Responsive Services

Session 3a | April 6, 2022

Resilience Relationships Roots

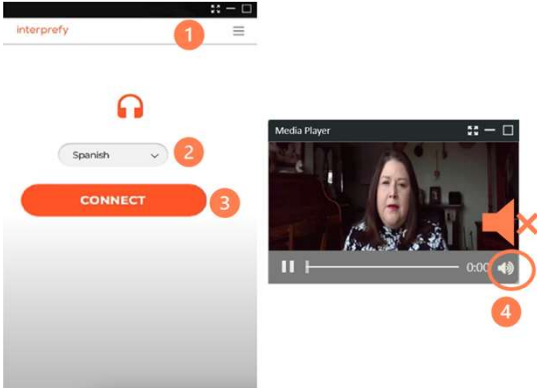
Office of Head Start National Center National Center on Parent, Family, and Community Engagement

ERSEA INSTITUTE 2022

1

Interprefy Widget

- Open Interprefy widget. Click on the embedded Interprefy widget 1.
- Select language. Select your preferred language 2 and click connect 3.
- Mute webcast. Mute the audio output on the video player 4.
- Listen to the audio content with interpretation in real-time.



ERSEA Institute 2022

2

2

Your Presenters



Karen Surprenant, Program Management/
Governance Specialist



Vernex Harding, Program Management/
Early Childhood Education Specialist

Presenters do not have any conflicts of interest related to products or services mentioned in PMFO presentations. All PMFO learning events comply with policies on privacy, conflict of interest, and diversity, equity, and inclusion.

ERSEA Institute 2022



3

3

Learning Outcomes

Upon completion of this webinar, participants will be able to:

- Identify at least one ERSEA decision informed by the community assessment
- Identify one or more resources to support ERSEA decision-making

ERSEA Institute 2022

4

4

Core Question



What is our **strategy** to address current and future **community, family, and child needs** in order to achieve and maintain full **enrollment**?

5

Community Assessment – Key Elements



Aligned with five-year project period

Strengths-based

Requires data on vulnerable populations

Focused on diverse needs of children and families

Updated annually

6



7

Community Assessments Help Programs

1. Make informed decisions about service area plans and delivery
2. Understand the needs of families
3. Recognize demographic changes, community needs, and the impact of competition
4. Identify skills and competencies needed in workforce
5. Advance culturally responsive practice
6. Mobilize community resources and partnerships

8

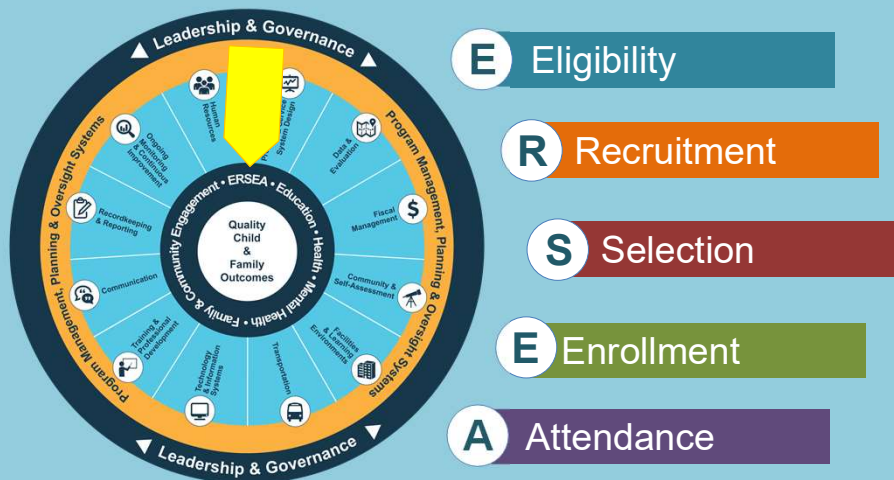
8

Assess Your Knowledge

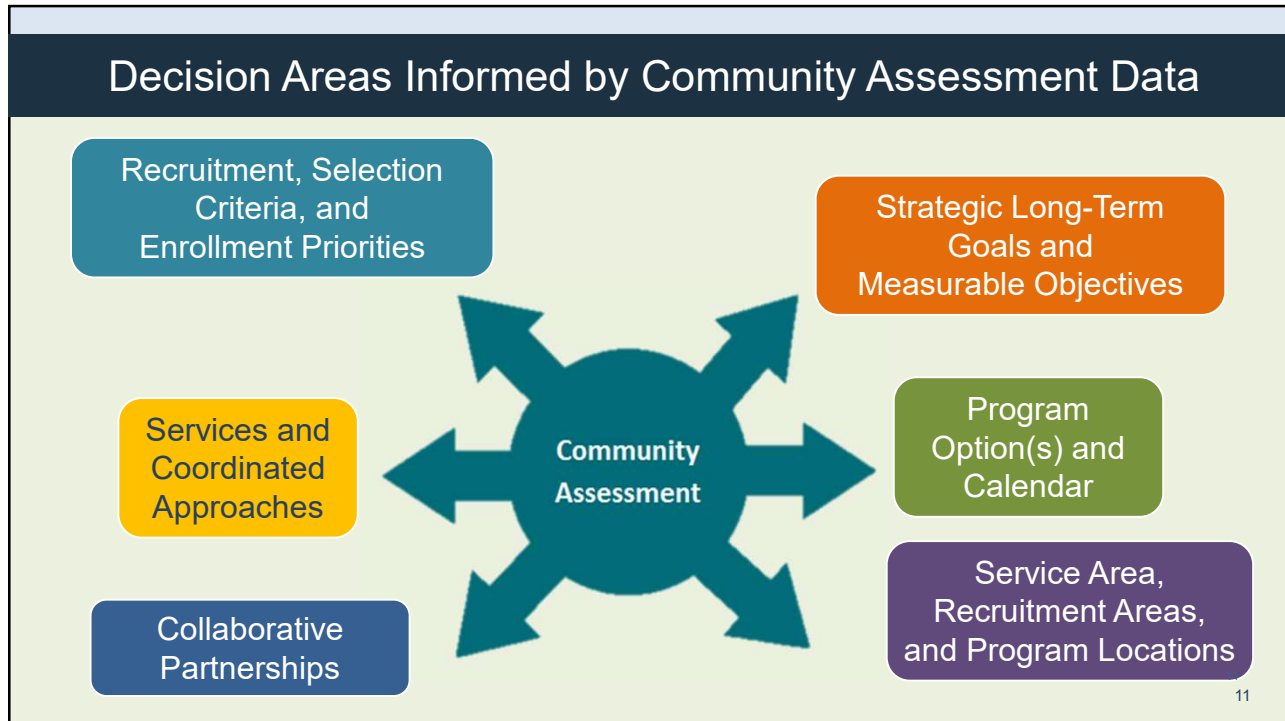
1. The community assessment focuses on the needs of Head Start-eligible children and families and the challenges that they face.
 True
 False
2. The community assessment must include data on children with disabilities, homeless children and children in foster care.
 True
 False

9

ERSEA



10



11

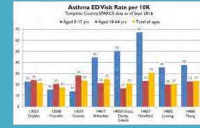
Community Assessment

- Guides intensive recruitment efforts
- Reaches families most in need of services
- Identifies appropriate program option
- Revisits established selection criteria
- Identifies community partners

12

Community Assessment Data and ERSEA

- Identifies **E**ligible children
- Informs **R**ecruitment plans
- Supports the development of **S**election criteria
- Helps to establish **E**nrollment priorities
- Provides insight regarding **A**ttendance obstacles



1302.12(d) Additional Allowances

Programs are allowed to enroll an additional 35% of participants whose income is below 130% of the poverty line if established:

- Outreach to those with the most need
- Enrollment policies and procedures
- Criteria for serving those with the most need first



15

15

1302.12 Additional Allowances

Be able to report to the Regional Office:

- How the program meets the needs of eligible families
- Outreach efforts
- Policy and procedures
- Current enrollment for previous year
- Waitlist



16

16

What new data are you collecting to plan, assess, and strengthen ERSEA service delivery?

What systems are in place to ensure that we use data to track trends and make decisions critical for providing appropriate ERSEA services?

How does our data collection system support our eligibility, selection, and enrollment processes?

17

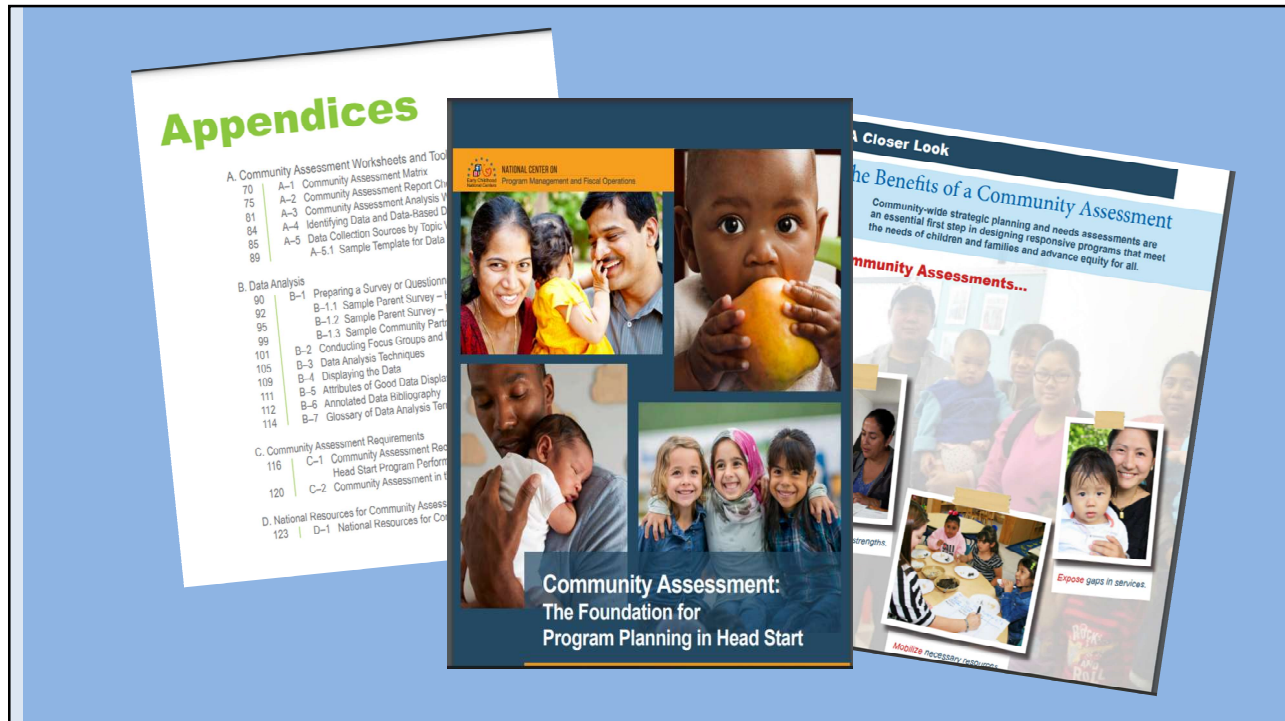
ERSEA Assessment Tool

Facilitates dialogue and exploration around requirements and best practice

Helps to identify areas of strength and areas needing improvement

Supports action planning and continuous improvement

18



19

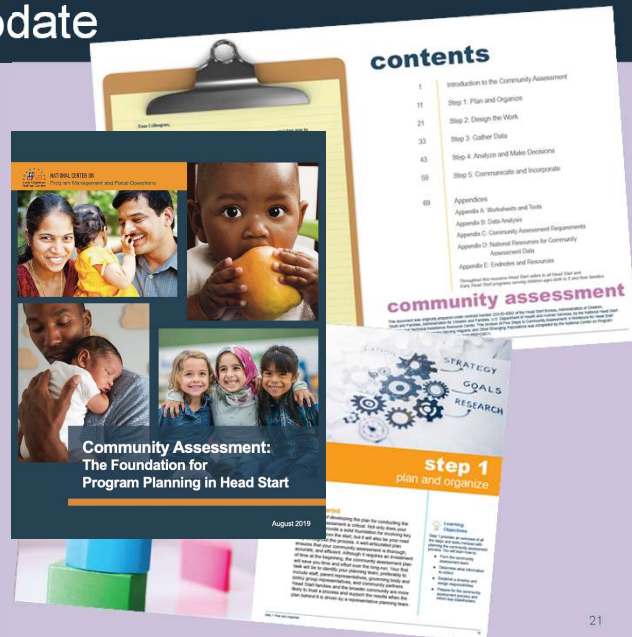
Assess Your Knowledge

1. A program can reserve up to three percent of its slots for pregnant woman and children experiencing homelessness and children in foster care should the community assessment data determine such a need.
 - True
 - False
2. If there are no changes in the community, programs can indicate that in their annual refunding application. It is not necessary to conduct a community assessment update.
 - True
 - False

20

Community Assessment Update

- Conducted annually
- Identifies shifts in demographics and resources since last assessment
- Notes changes in availability and assessments of publicly funded pre-K



21

Determining Program Structure



The community assessment should be used in order to:

- Choose an option and develop a calendar
- Explore duration and/or conversion options, including
 - Part day to school day or full day
 - Head Start to Early Head Start

22

Data-Informed Decisions

Are we offering the right model?

Are we partnering adequately?

Are services in the right location?

Are we finding and serving children with the most needs?

Are our services high quality?

23


Supporting Data-Informed Decision-Making

Identifying Data and Data-Based Decisions Worksheet

The community assessment team can complete this worksheet as it prepares the community assessment report.


- List the discoveries identified through internal and external data collection.
- Identify the source or data gathering techniques, such as surveys, focus groups.
- Note where the data have supported a recommendation in the community assessment report.
- If your analysis indicates that a decision was made without supporting evidence, then go back to find supporting evidence or reconsider your decision.

Evidence		Types of Decisions Required by Head Start Regulations Based on Community Assessment Data					
Data Discovery from Internal or External Data	Data Collection Technique or Source	Strategic Long-Term Goals and Measurable Objectives	Program Options and Calendar	Recruitment Areas and Program Locations	Recruitment, Selection Criteria, and Enrollment Priorities	Services and Coordinated Approaches	Collaborative Partnerships



ADMINISTRATION FOR
CHILDREN & FAMILIES

pnfso@ecetta.info • <https://eclkc.ohs.acf.hhs.gov/hsl/tta-system/operations> • Tel: 888-874-6469



National Center on
Program Management and Fiscal Operations

24

Assess Your Knowledge

1
2
3
4

Programs are required to establish ongoing collaborative relationships with organizations identified in the community assessment.

True

False

25

25

Leveraging Partnerships

Increase benefits for children and families

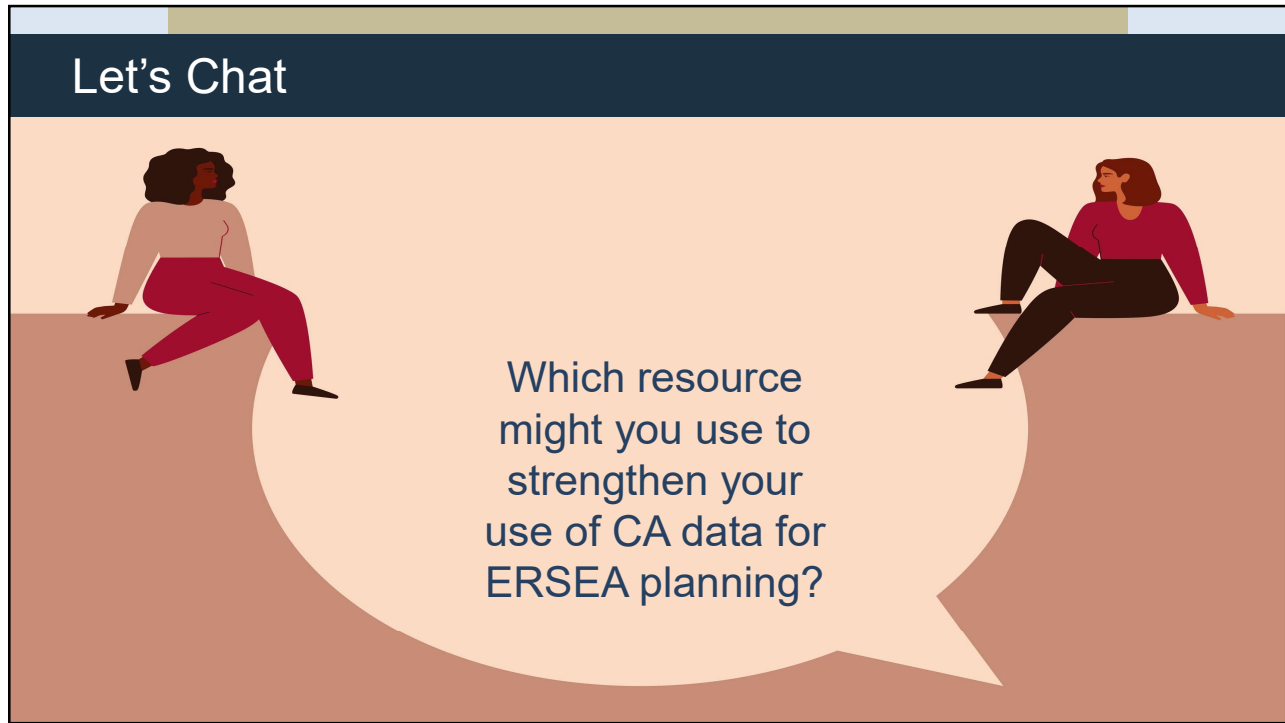
Streamline services

Expand innovations

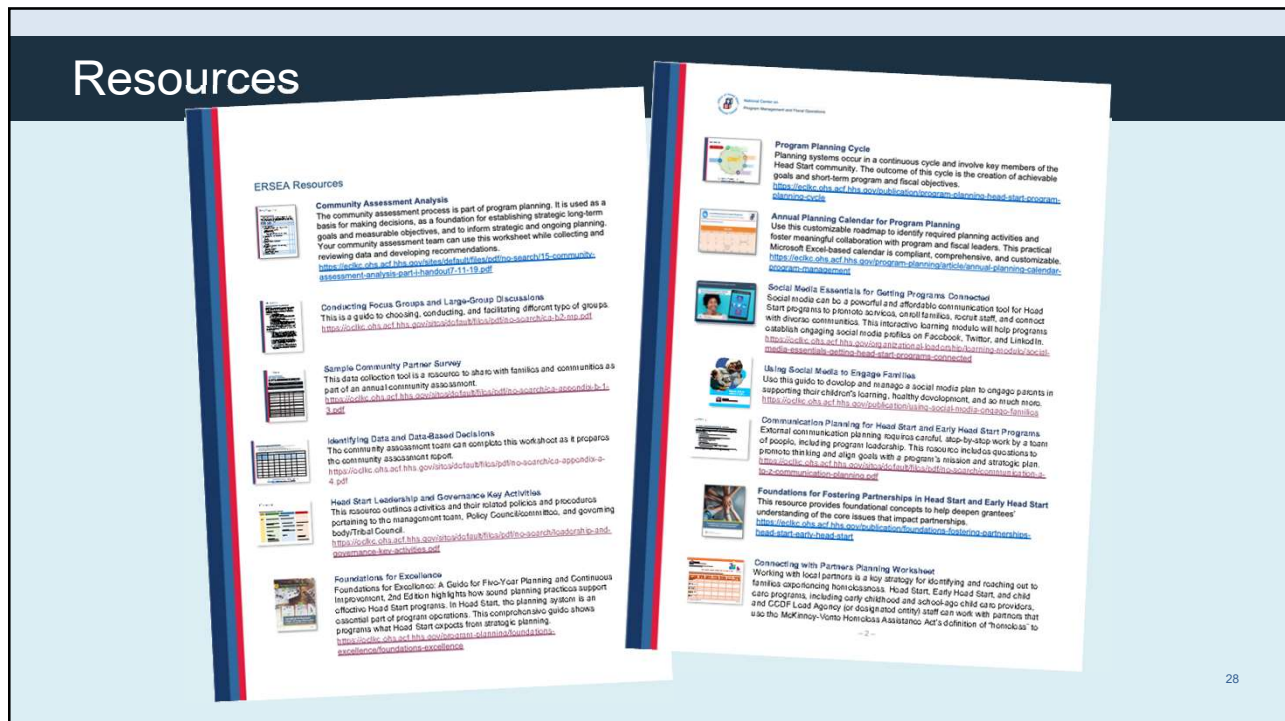
Maximize funding and resources

26

26



27



28

Office of Head Start National Center

National Center on Program Management and Fiscal Operations

ADMINISTRATION FOR CHILDREN & FAMILIES

Contact PMFO

- pmfo@ecetta.info
- <https://eclkc.ohs.acf.hhs.gov/ncpmfo>
- Call us: 888.874.5469

This presentation was supported by the Administration for Children and Families (ACF) of the United States (U.S.) Department of Health and Human Services (HHS) as part of a financial assistance award totaling \$5,900,000 with 100% funded by ACF. The contents are those of the author(s) and do not necessarily represent the official views of, nor an endorsement, by ACF/HHS, or the U.S. Government.