



Family and Community Partnerships Activity Options

Complete the *Activity Summary* document and include everything listed as required in this *Activity Options* document.

The activity must benefit all age groups enrolled.

Activity Options	Required Reporting Clarification
<p>1. Host a speaker in the program. (Could be a speaker for the children or for parents)</p> <p><i>Example: Program provides opportunities for families with similar interests - children's ages and/or circumstances to connect with one another, fathers/male role models discussing importance of active involvement in children's lives, etc.</i></p>	<p>Include:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Speaker's name <input type="checkbox"/> Contact information <input type="checkbox"/> Date <input type="checkbox"/> What was discussed <input type="checkbox"/> Who attended
<p>2. Coordinate field trips to community partners or bring to the program.</p>	<p>Include:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Date of field trip <input type="checkbox"/> Location <input type="checkbox"/> Who attended
<p>3. Host a group parent/guardian meeting where the parent/guardian provides feedback to the provider. Back to School Night is not an example of this type of meeting.</p>	<p>Include:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Date meeting took place <input type="checkbox"/> Who attended <input type="checkbox"/> Agenda/topics of what was discussed
<p>4. Share how your program communicates with families. This is beyond daily communication/daily sheets.</p> <p><i>Example: regular newsletter, calendar of activities, social media page, bulletin board, parent board, etc.</i></p>	<p>Upload an example of the communication you use.</p> <p>Include:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Dates and description of communication <input type="checkbox"/> How often is it updated/new information shared <input type="checkbox"/> How is it decided what information to include <input type="checkbox"/> Ensure the entire reflection is focused around the communication example uploaded.
<p>5. Offers sliding fee scale, scholarship or reduced fee for families not qualifying for Child Care Assistance (CCA) and does not place a cap on CCA spots.</p>	<p>Upload policy/procedure to explain how this is implemented in your program.</p> <p>Include:</p> <ul style="list-style-type: none"> <input type="checkbox"/> How many families did this option support/impact over the applicable timeframe? (i.e. last 12 months or Year 1/Year 2) <input type="checkbox"/> Ensure the entire reflection is focused on that specific timeframe.
<p>6. Annual family survey completed with regard to program planning.</p>	<p>Upload blank survey with month and year.</p> <p>Include:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Summary of results from survey uploaded <input type="checkbox"/> At minimum, two goals based on the results of the survey <input type="checkbox"/> Ensure the entire reflection is focused on the survey uploaded

<p>7. Active participation in a professional organization.</p> <p><i>Example: training certificate, meeting notes, screenshots of recent forum entries, etc.</i></p>	<p>Upload valid/current membership AND example of how you participate in the organization. Note: Membership should be current at the time the activity took place.</p> <p>Include:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Describe how your program is actively participating in the organization <input type="checkbox"/> Ensure entire reflection is focused on the specific example uploaded showing how you actively participated in the organization
<p>8. Program has a parent/guardian advisory/board group that meets at least four times a year. Parents must be part of the group.</p>	<p>Upload meeting minutes for at least 4 per year.</p> <p>Include:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Date <input type="checkbox"/> Who attended <input type="checkbox"/> What was discussed
<p>9. Program hosts at least two (2) family events in a year that provide opportunities to strengthen the bond between parents and their children.</p> <p><i>Example: Back to school/open house, ice cream social, literacy night, family meal, art projects, etc.</i></p>	<p>Include:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Date <input type="checkbox"/> Event <input type="checkbox"/> Who attended <input type="checkbox"/> What worked well <p>Use one Activity Summary form per event</p>
<p>10. A program staff member/provider presents to a local organization about their program or other relevant topic.</p>	<p>Include:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Date <input type="checkbox"/> Who they presented to <input type="checkbox"/> What staff presented <input type="checkbox"/> Information shared
<p>11. Program provides a family ‘resource room/area’ consisting of free physical items a family may need and also has up-to-date referral information for services available in the community. Resources for physical items, services and economic support need to be reflected in area.</p> <p><u>Examples of needs:</u> <i>diapers, wipes, food, toys, clothes, bottles, toilet paper, personal hygiene products, hair care items, etc.</i></p> <p><u>Examples of services:</u> <i>toy exchanges, resale shops, play lots, family activities, existing parent-to-parent organizations, family peer networks, parent-initiated school-community efforts, food pantries, health providers, domestic violence shelters, family shelters, respite care, alcohol and substance abuse services, mental health services, etc.</i></p> <p><u>Examples of economic support:</u> <i>CCA, Food Stamps, Medicaid, Rental Assistance, legal assistance, transportation, home visiting programs, pre-natal care/women’s health care, parenting classes, etc.</i></p>	<p>Upload a picture of your resource area in your program.</p> <p>Include:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Description of what program’s resources area is/has available <input type="checkbox"/> How the resources are supporting families <input type="checkbox"/> How often resources are updated