**R995. Workforce Services, School Readiness Program.**

**R995-100. School Readiness Program.**

**R955-100-100. Purpose.**

This rule describes the processes and procedures for administering the School Readiness Program in Title 35A, Chapter 15, Preschool Programs.

**R955-100-101. Authority.**

This rule is authorized by Sections 35A-15-301 through 35A-15-303 and is enacted under Title 63G, Chapter 3, Utah Administrative Rulemaking Act.

**R955-100-102. Definitions.**

(1) The terms used in this rule are defined in Section 35A-15-102.

(2) In addition:

(a) "OCC" means the Department of Workforce Services, Office of Child Care.

(b) "SRT" means school readiness team.

**R955-100-103. Priority for Funding.**

(1) The School Readiness Restricted Account distribution of funds is prioritized as follows:

(a) to pay results-based contracts if awarded;

(b) to grant awards for high quality school readiness programs; and

(c) if funds remain, to grant awards for becoming quality school readiness programs.

(2) Department staff shall develop grant documentation in consultation with the SRT.

(3) The department shall give priority in awarding a high quality school readiness grant to an applicant that has previously received a high quality school readiness grant, if all criteria are met.

**R955-100-200. Becoming Quality School Readiness Grant Program.**

(1) A grant under this section shall be awarded by the department in consultation with the SRT.

(2) During each program year, a grant recipient shall administer and report results of the assessments required in the grant agreement.

(3) The department shall monitor a grant recipient in accordance with department policy and procedure, and in consultation with the SRT.

(a) Monitoring may include:

(i) fiscal operations;

(ii) the terms, conditions, attachments, scope of work, and performance requirements of the grant agreement;

(iii) announced and unannounced site visits;

(iv) desk audit;

(v) third party monitoring;

(vi) expenditure document review; and

(vii) video or phone conferencing.

(b) Onsite monitoring will take place during normal business hours.

(c) If the department determines a grant recipient is not in compliance with the grant agreement, the recipient may be placed on a performance improvement plan or the agreement may be terminated in accordance with the terms of the grant agreement.

(d) If a grant recipient fails to comply with a performance improvement plan, the recipient may be ineligible to receive additional reimbursements or future grant funding.

(3) A grant recipient may receive a grant under this section for no longer than three years.

**R955-100-300. High Quality School Readiness Grant Program.**

(1) A grant under this section shall be awarded to an eligible LEA or private provider by the department in consultation with the SRT to expand access to high quality school readiness programs for eligible students.

(2) During each program year, a grant recipient shall administer and report results of the assessments required in the grant agreement.

(3) The department shall administer and monitor a grant in accordance with department policy and procedure, and in consultation with the SRT.

(a) Monitoring may include:

(i) fiscal operations;

(ii) the terms, conditions, attachments, scope of work, and performance requirements of the grant agreement;

(iii) announced and unannounced site visits;

(iv) desk audit;

(v) third party monitoring;

(vi) expenditure document review; and

(vii) video or phone conferencing.

(b) Onsite monitoring will take place during normal business hours.

(c) If the department determines a grant recipient is not in compliance with the grant agreement, the recipient may be placed on a performance improvement plan.

(d) If a grant recipient fails to comply with a performance improvement plan, the recipient may be ineligible to receive additional reimbursements or future grant funding.

**KEY: preschool, grant programs**

**Date of Last Change: October 18, 2024**

**Authorizing, and Implemented or Interpreted Law: 35A-15-301; 35A-15-302; 35A-15-303**