

R995. Workforce Services, School Readiness Board.

R995-100. School Readiness Board.

R955-100-100. Purpose.

This rule describes the processes and procedures used by the School Readiness Board to administer and monitor the preschool grant programs in Title 35A, Chapter 15, Preschool Programs, and to implement the tool used to determine whether a preschool program is high quality.

R955-100-101. Authority.

This rule is required by Sections 35A-3-301(9) and 35A-3-302(10) and is enacted under the authority of Title 63G, Chapter 3, Utah Administrative Rulemaking Act.

R955-100-102. Definitions.

- (1) The terms used in this rule are defined in 35A-15-102.
- (2) In addition:
 - (a) "Department" means the Department of Workforce Services.
 - (b) "OCC" means the Department of Workforce Services, Office of Child Care.
 - (c) "SRB" means School Readiness Board.

R955-100-103. Role of Department.

- (1) The Department provides staff support to the SRB pursuant to Section 35A-15-201(4).
- (2) Department staff shall develop grant documentation in consultation with the SRB.

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

- (1) During each program year, grant recipients shall administer and report results of the assessments required in the grant agreement.
 - (a) If a grant recipient fails to administer and report the results of the required assessments, the recipient shall be placed on a performance improvement plan.
 - (b) If a grant recipient fails to comply with the performance improvement plan, the recipient may be ineligible to receive additional reimbursements or future grant funding.
- (2) Grant recipients will be subject to monitoring and reporting requirements as required by the Department and OCC under guidance from the SRB.
 - (a) Grant recipients shall submit the annual reports required by Sections 35A-15-301(7) and 35A-15-301(8) following the instructions contained in the grant agreement.
 - (b) Grant recipients shall submit any other reports, including quarterly reports, as provided in the grant agreement.

(c) If a grant recipient fails to submit required reports, the recipient shall be placed on a performance improvement plan.

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

(3) Grants shall be monitored in accordance with Department grant monitoring policy and procedure.

(a) Monitoring may include but is not limited to fiscal operations, and the terms, conditions, attachments, scope of work, and performance requirements of the grant agreement.

(b) Monitoring may include, but is not limited to, both announced and unannounced site visits, desk audit, third party monitoring, expenditure document review and/or video/phone conferencing. Any onsite monitoring will take place during normal business hours.

(c) A grant recipient who fails to comply with monitoring may be placed on a performance improvement plan.

(d) 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.

(e) 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.

R955-100-300. Expanded Student Access to High Quality School Readiness Programs Grant Program.

(1) The SRB will select an evidence-based tool as required in Section 35A-15-303(4)(a) to determine whether a school readiness program is high quality.

(2) The SRB will implement the tool in accordance with best practices as defined by the tool's creator.

(3) Grants shall be administered and monitored in accordance with Department policy and procedure.

(a) Monitoring may include but is not limited to fiscal operations, and the terms, conditions, attachments, scope of work, and performance requirements of the grant agreement.

(b) Monitoring may include, but is not limited to, both announced and unannounced site visits, desk audit, third party monitoring, expenditure document review and/or video/phone conferencing. Any onsite monitoring will take place during normal business hours.

(c) A grant recipient who fails to comply with monitoring may be placed on a performance improvement plan.

(d) 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.

(i) 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 Enactment or Last Substantive Amendment: December 23, 2019

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