

Planning Funding Partnerships: A Worksheet to Help States Get Started in Putting it Together

The following worksheet comes from CLASP's *Putting It Together: A Guide to Financing Comprehensive Services in Child Care and Early Education*. States and communities embarking on financing partnerships to expand access to comprehensive services can use this worksheet to begin mapping the need, available resources, and potential partnering strategies that will help them move forward. This document may be downloaded, edited, and saved. For our complete guide to financing partnerships, read [*Putting it Together*](#).

CLASP policy experts are available to provide in-depth technical assistance around the uses of federal funding streams and the development of strategies to deliver comprehensive services in child care and early education settings. Please contact [Christine Johnson-Staub](mailto:cjohnsonstaub@clasp.org) at cjohnsonstaub@clasp.org or [Hannah Matthews](mailto:hmatthews@clasp.org) at hmatthews@clasp.org for more information.

We recommend using Internet Explorer or Firefox to download this worksheet.

What services do children need?

What type of service do you want to provide in your program, community, or state? (e.g. developmental screening, parent support, etc.)

What data do you have to document need in the state and in specific communities?

What funding streams are available to pay for these services?

Which funding streams include the needed services as part of their allowable uses?

Which funding streams can be used in partnership and/or within the child care and early education setting?

Are there opportunities presented by expansion of existing funding streams, changes in funding parameters, or the introduction of new funding opportunities in the state?

Which funding streams have other states and communities used to provide similar services in child care and early education settings?

Who in the state or community currently receives or administers the funds identified, and how are they used?

For the funding stream(s) you are exploring, which agencies or organizations are the current recipients (if any)?

What are the eligibility requirements for an agency or organization to receive funding under this funding stream?

If the funding stream is currently being utilized within the state or community, how is it being used? Is it providing services similar to those you would like to make available in child care and early education settings?

What partnerships already exist?

Are there existing collaborations between agencies currently receiving this funding and child care and early education agencies?

Are there examples of partnerships bringing other comprehensive services into child care and early education settings that could be built upon? (e.g. mental health consultation)

Are there tables at which all potential partners are present, where discussions about potential funding partnerships could take place? (e.g. Early Childhood Advisory Councils, Interagency Coordinating Councils, Children's Cabinets, etc.)

Are all key stakeholders at the table?

Does the planning or implementation group include current recipients of the funding stream, and any existing partnerships?

Does the table include stakeholders who have access to important data and other information?

Are service providers, including child care and early education providers, included at that table?

What other perspectives are important to the partnership, and are they present or included in other ways?

Are child care and early education providers ready to participate in a funding partnership?

What is the capacity of providers to manage the administrative requirements of the additional funding stream(s)?

What supports will providers and administrators need for this partnership to work?

What policies must be changed or aligned to support the use of this funding in child care settings?

What policy decisions need to be made at the state or local level to use this funding stream to support the service?

Does use of this funding stream require changes in statute or state regulation?

Does use of this funding stream require amendments to a state plan submitted to the federal agency (e.g. Medicaid)?

What related policies must be reviewed and potentially changed? (e.g. licensing policies, subsidy policies)

What are your next steps?

Who must be brought to the table to discuss a potential partnership?

What review of federal guidance or additional questions must be pursued and clarified?

What else?



We hope this worksheet was useful to your planning. To provide feedback on this worksheet and/or request technical assistance, please contact [Christine Johnson-Staub](#).