



2009 Priority Setting Process for State Child Care and Preschool Funds

This document details the process for developing the proposed 2009 funding priorities.

1. Approval of methodology

The Council's Executive Committee presented the two methodology options detailed in California Department of Education, Child Development Division Management Bulletin 09-5 at the Council's April 2009 meeting. The two options were to use Enrollment Data (Option 1) or Centralized Eligibility List data (Option 2). The Council approved the Executive Committee's recommendation to use Option 1 – Enrollment Data.

2. Timeline

March 2009 – Implementation of MB 09-5
April 2009 – Council approval of methodology
May 2009 – Priorities due to CDD by May 30 (Please see note below)
April – July 2009 – Coordination, review and analysis of data
August 2009 – Executive committee review
September 2009 – Council review and approval for public forum
October – November 2009 – Public posting of proposed priorities for review
November 2009 – Public comment accepted at Council meeting
November 2009 - Final draft approved to forward to appointing boards
January 2010 - Board of Supervisor and Superintendent/Board of Education approval
February 2010 – Submit priorities to CDD

NOTE: The development of new and updated priorities is time intensive and requires several weeks of compilation, analysis and review. Subsequently new priorities for 2009 could not feasibly be completed by the May 30 due date. In order to meet the 2009 reporting requirements the Council submitted a “no change” priorities report to CDD.

3. Development of priorities.

Staff obtained and compiled the data necessary to determine the priorities. This includes identifying anomalies and alternate data sources to complement missing data obtained from primary data sources. The data was then applied to a spreadsheet which calculated total eligible children by zip code and compared it to total enrollment of publicly funded programs to determine the number and percentage of un-served children.

4. Review process.

- a. The results of the data analysis are reviewed by Child Action, Inc. personnel for accuracy, completeness, detail and to determine resolutions to any discrepancies.
- b. Council staff presents the results of the review process and the draft priorities to the Council Executive Committee for review and discussion
- c. The Executive Committee then moves before the Council for review and discussion

5. Public Comment.

Priorities reflecting changes to those previously submitted to CDD must be submitted for public comment. This may be done at a separately scheduled public forum, or incorporated into one of the Council's regular meetings.



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6. **Approval process.**

- a. Once the priorities have been through public comment and any recommended changes by the Executive Committee have been processed, the priorities are submitted to the Council for approval
- b. Once the council approves, the priorities are then submitted to the Board of Supervisors and the Superintendent/Board of Education for approval.

7. **Submission to CDD.**

Once both Board of Supervisors and the Superintendent/Board of Education approve the proposed priorities a revised priority report is then submitted by Council Staff and/or Contract Manager to CDE, CDD. (Due May 30 annually)



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The Council selected methodology Option 1 – Enrollment data for determining the 2009 funding priorities.

- **Option 1:**
 - Identifies the number of children meeting income eligibility for state funded child care
 - Identifies number of children currently enrolled in publicly funded programs
 - Applies a growth factor to number of children eligible for services
 - Compares the number of children eligible to the number of children served
 - Determines projected demand (need)
 - Limited to three priority levels

Process: Using Census Data input by zip code 0-12 population for CCTR and 3-5 population for CSPP.

Data and Sources

Category	Data	Source
Demographic	Zip Code	United States Postal Service
Population	1. Children by age living in working families earning less than 75% of SMI (used for CCTR)	US Census American FactFinder – Special Request Run (9/2008)
	2. Children by age living in families earning less than 75% of SMI (used for CSPP)	
	3. Children 0-5, 6-11 and 12-17 (zip codes 95652, 95655, 95742, 95757, 95811, 95830, 95835)	Community Services Planning Council – Easy Analytical Software, Estimates by Zip Code 2008
	4. Children 0-12, 3-5 (95615, 95639, 95680)	US Census American FactFinder – Household Population by Age and Sex (5/2009)
	5. SMI adjustments	Child Action, Inc. / Council Coordinator – a ratio based on zip codes with existing data used to determine SMI population for zip codes with missing SMI population data
	6. Growth Factor adjustments	California Department of Finance – E-1: City/County Population Estimates with Annual Percentage Change



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Data and Sources (continued):

Category	Data	Source
Enrollment	A. CCTR (General Child Care)	California Department of Education, Child Development Division. 10/2008
	B. CFCC (Family Child Care)	
	C. C2AP (Stage 2)	
	D. C3AP (Stage 3)	
	E. CAPP (State AP)	
	F. CMIG (Migrant Care)	
	G. CLTK (Latchkey)	
	H. CSPP (State Preschool)	
	I. CFDP (Full Day Preschool)	
	J. CPKP (PreK Family Literacy)	
	K. Head Start / Early Head Start	<ul style="list-style-type: none"> • Sacramento Employment Training Agency (SETA) – Headstart Program • School Districts
	L. CalSAFE	<ul style="list-style-type: none"> • School Districts
	M. County APP	<ul style="list-style-type: none"> • Child Action, Inc. • PACE APP

Challenges: Ten zip codes were not included in the data provided by the US Census American FactFinder special data run. Subsequently, there was no population data for these codes; however, each of the codes reported enrollment in state funded programs. Of the ten, seven codes were new or had experienced a surge in population growth since the last census. Population counts in the three remaining codes were too small to be included in the US Census American FactFinder special data run. Staff was able to access updated American FactFinder (US Census Bureau data) online to assist in resolving population counts. While American FactFinder provided overall population data for some of the zip codes, it did not provide population data with the economic filter of identifying children in families with income below the State Median Income (SMI). The challenge was to find reliable missing population data reflective of the SMI.

Resolution:

- Population data for zip codes 95652, 95655, 95742, 95757, 95811, 95830 and 95835 was obtained through the Community Services Planning Council (CSPC). The CSPC has provided support and data analysis for the Board of Supervisors and is a reliable source of current information. The CSPC provided data obtained from Easy Analytical Software, Estimates by Zip Code 2008. The data reflected population in three age ranges: 0-5, 6-11 and 12-17.
- Population data for zip codes 95615, 95639 and 95680 was obtained from American FactFinder using the Household Population by Age and Sex report available on-line.
- SMI (State Median Income) ratios were calculated for these codes using zip codes with similar population characteristics that had existing SMI and census population data. (Attachment A)



Steps for Analysis

Option 1: Enrollment Data (CTTR – General Child Care 0-12 year olds)

- Step 1: Determine number of children eligible for state programs
Formula: (Census Data reflecting total 0-12 population X % that Qualify for State Child Care – SMI Count) X Growth Factor = Demand
- Step 2: Determine number of children currently receiving services
Formula: A+B+C+D+E+F+G+K+L+M = Total Current Enrollment (Funded Spaces)
- Step 3: Calculate the Percentage of Children Served
Formula: Current Enrollment ÷ Demand = Percent of Qualified Children Served
- Step 4: Calculate the number of Children NOT Served
Formula: Projected Demand – Current Enrollment = Number of Children NOT Served
- Step 5: Calculate the percentage of Children NOT Served
Formula: Number of Children NOT Served ÷ Projected Demand = Percentage of Children NOT Served

Option 1: Enrollment Data (CPRE – State Preschool 3-5 year olds)

- Step 1: Determine number of children eligible for state preschool
Formula: (Census Data reflecting total 0-12 population X % that Qualify for State Child Care – SMI Count) = Demand
- Step 2: Determine number of children currently receiving services
Formula: H+I+J = Total Current Enrollment (Funded Spaces)
- Step 3: Calculate the Percentage of Children Served
Formula: Current Enrollment ÷ Demand = Percent of Qualified Children Served
- Step 4: Calculate the number of Children NOT Served
Formula: Projected Demand – Current Enrollment = Number of Children NOT Served
- Step 5: Calculate the percentage of Children NOT Served
Formula: Number of Children NOT Served ÷ Projected Demand = Percentage of Children NOT Served



Determine priorities

The following procedures for determining priorities on the analyzed data have been established for counties with over 1 million residents (Orange, San Diego, Riverside, San Bernardino, Santa Clara, Alameda, Sacramento and Contra Costa Counties) [CDD Management Bulletin 09-05]:

A. General State Funded Program Priorities - Ages 0-12 (CCTR)

Priority 1:

Option 1: A zip code qualifies as Priority 1 when: there are 40% or more eligible children underserved AND there are more than 500 eligible children underserved.

Option 2: Up to but no more than one-third of the zip codes with the highest numbers of infants, toddlers and school age eligible children on the CEL.

Priority 2:

Option 1: A zip code qualifies as Priority 2 when: there are 40% or more of eligible children underserved AND there are more than 200 eligible children underserved.

Option 2: Up to but no more than one-third of the zip codes with the second highest set of numbers of infants, toddlers and school age eligible children on the CEL.

Priority 3:

Option 1: A zip code qualifies as Priority 3 when: there are 25% or more of eligible children underserved AND there are more than 100 eligible children underserved.

Option 2: Up to but no more than one-third of the zip codes with the third highest set of infants, toddlers and school age eligible children on the CEL.

Option 3: All other zip codes in the County.

Option 4: No other zip codes in the County.

B. State Preschool Priorities – Ages 3-5 (CPRE)

Priority 1:

Option 1: A zip code qualifies as Priority 1 when: there are 40% or more eligible children underserved AND there are more than 300 children underserved.

Option 2: Up to but no more than one-third of the zip codes with the highest set of numbers of preschool children on the CEL.

Priority 2:

Option 1: A zip code qualifies as Priority 2 when: there are 40% or more of eligible children underserved AND there are more than 200 children underserved.

Option 2: Up to but no more than one-third of the zip codes with the second highest set of numbers of preschool children on the CEL.

Priority 3:

Option 1: A zip code qualifies as Priority 3 when: there are 25% or more of eligible children underserved AND there are more than 100 children underserved.

Option 2: Up to but no more than one-third of the zip codes with the third highest set of numbers of preschool age children on the CEL.

Option 3: All other zip codes in the County.

Option 4: No other zip codes in the County.