

KANSAS PARENTS AS TEACHERS GRANT APPLICATION
2024-2025

Kansas Parents as Teachers Program Grant Application 2024-2025



MISSION

To prepare Kansas students for lifelong success through rigorous, quality academic instruction, career training and character development according to each student's gifts and talents.

VISION

Kansas leads the world in the success of each student.

MOTTO

Kansans Can

SUCCESS DEFINED

A successful Kansas high school graduate has the

- Academic preparation,
- Cognitive preparation,
- Technical skills,
- Employability skills and
- Civic engagement

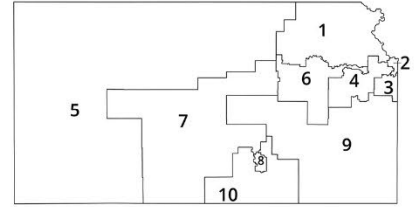
to be successful in postsecondary education, in the attainment of an industry recognized certification or in the workforce, without the need for remediation.

OUTCOMES

- Social-emotional growth
- Kindergarten readiness
- Individual Plan of Study
- Civic engagement
- Academically prepared for postsecondary
- High school graduation
- Postsecondary success



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Kansas leads the world in the success of each student.

Jan. 25, 2024

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Introduction

Dear applicant,

Thank you for your interest in the Kansas Parents as Teachers (KPAT) Grant 2024–2025. The purpose of the KPAT grant is to provide funds to new or existing KPAT programs wanting to provide the Parents as Teachers evidence-based home visiting model to Kansas children and families. The KPAT grant is intended to support efforts that help each child enter kindergarten at age 5 socially, emotionally, and academically prepared for success.

Recipients of KPAT grant funds will receive a Grant Award Notification (GAN) and must adhere to all requirements outlined in this grant application. Recipients will receive a GAN only after the Kansas State Board of Education (State Board) approves grant applications. The monthly agenda for the State Board meeting is found here: [Kansas State Board of Education Agenda, Meeting Dates and Minutes](#). The total amount available and mechanism for distribution for 2024-2025 KPAT program funding is dependent upon the final budget approved during the 2024 legislative session.

This application contains all forms and instructions necessary to apply for this funding opportunity. Please review the enclosed materials and carefully follow the instructions. Applicants with questions should contact Lisa Williams by email at: lwilliams@ksde.org or by phone at (785) 296-4964.

Amanda Petersen
Director
Early Childhood
apetersen@ksde.org

Part 1: Information and Guidelines

- **What is the Kansas Parents as Teachers (KPAT) Grant?**

The KPAT grant is intended to support a school district or consortium of school districts' Parents as Teachers program. There are 4 components to the PAT model: personal visits, child screenings, group connections, and resource network. When implemented with fidelity, the Parents as Teachers model supports achievement of the following goals:

- Increase parent knowledge of early childhood development and improve positive parenting practices
- Provides early detection of developmental delays and connection to services
- Improve parent, child, and family health and well-being
- Prevent child abuse and neglect
- Increase children's school readiness and success
- Improve family economic well-being
- Strengthen community capacity

- **What requirements must be met to be eligible to apply for this grant?**

A signed and complete KPAT grant application, including:

- Assurances
- Affiliate Plan – up-to-date and Parents as Teachers National Center (PATNC) template version June 2021 or newer*
- PAT Affiliate - Policies, Procedures and Protocols*
- Budget

Information noted above must be received through the Qualtrics link provided before the deadline outlined in this application. Only one application may be submitted per local education agency (LEA).

*Affiliate Plan and Policies, Procedures and Protocol documents may be submitted in Qualtrics with the application or uploaded to the PATNC Affiliate Company Profile in O.L.I.V.E.R.

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- **Which organizations are eligible to receive KPAT funds?**

A Kansas school district, or consortium of districts, currently operating a Parents as Teachers affiliate program is eligible to receive KPAT funds.

The Kansas State Department of Education (KSDE) will provide technical assistance to any agency or organization applying for PAT affiliation. Contact Lisa Williams by email at lwilliams@ksde.org or by phone at 785-296-4964 to request technical assistance with obtaining PAT affiliation.

- **Who may the grant serve?**

Families with children prenatal to 72 months of age or entering Kindergarten may be served. Children eligible for kindergarten may not be served with these funds.

- **What is the financial match requirement by the local school district or Consortium of school districts?**

Expenditures from the parent education program account for each such grant shall be matched by the school district in an amount that is equal to not less than .50 cents local match for each \$1 of state grant funding. The program may not reduce the total amount of local funding provided during the previous fiscal year, as reported in the final audited 2022-2023 (Fiscal Year 2023) local match. **The total local match required for 2024-2025 KPAT program funding is dependent upon the final budget approved during the 2024 legislative session.**

- **What is the program period for the grant?**

Funding is for the state fiscal year 2025 (SFY25). The performance period for SFY25 is July 1, 2024 through June 30, 2025. The State Board may renew a grant for additional years, providing monies are appropriated and the grantee demonstrates, in its subsequent application, to the satisfaction of the State Board that --

- a. The program complies with all applicable requirements in the authorizing legislation and the regulations governing the project; and
- b. The grantee's PAT program has made substantial and measurable progress in achieving the specific goals contained in its approved application, including the extent to which the grantee has:
 - i. Met the program elements described in the signed Assurances; and
 - ii. Demonstrated a continuing need for the grantee's project.

- **What is the award amount for this grant?**

The total amount available and mechanism for distribution for 2024-2025 KPAT

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program funding is dependent upon the final budget approved during the 2024 legislative session. In Fiscal Year 2024 (2023-2024 school year), the amount of appropriated funding was \$9,437,635. The FY25 Kansas PAT grant application and awards are based on the assumption of a level amount of funding available statewide for this program year. Final grant award notices (GANs) will not be issued until approval of the FY25 State of Kansas budget and KPAT grant award recommendations approval by the State Board of Education.

- **When will funds be available for this grant?**

Grantees will receive a Kansas Parents as Teachers Grant Award Notification for the 2024-2025 school year after the State Board approves grant applications. The total amount available and mechanism for distribution for 2024-2025 KPAT program funding is dependent upon the final budget approved during the 2024 legislative session.

Approved KPAT program grantees will receive funds dispersed in three payments:

- September 2024 (50%)
- March 2025 (25%)
- June 2025 (25%).
- Payment dates for state and federal aid can be located here: <https://www.ksde.org/Agency/Fiscal-and-Administrative-Services/School-Finance/Payment-Information>.

- **What are the reporting requirements for this grant?**

The State Board shall receive reports from each grantee. Those reports will include at least the following:

2024 – 2025 REPORTING DEADLINES

Report	System	Due Date
Grant Application for 2024 – 2025	Qualtrics	April 8, 2024
Assign KSDE KIDS number	KIDS Collection System	Upon enrollment
KIDS ENRL collection report*	KIDS Collection System	Sept. 20-Oct. 11, 2024
Mid-year Report	As determined by KSDE	January 2025 (approximate)
KIDS MILT (Military Count)*	KIDS Collection System	Feb. 20-March 18, 2025
Final Expenditures Report	KSDE Authenticated Applications (Lea Forms)	May 27, 2025

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KIDS EOYA collection report*	KIDS Collection System	June 30, 2025
KIDS EXIT (information on student who left the district) *	KIDS Collection System	Upon exit from the school district.
PAT National Center, Inc. Affiliate Performance Report	PATNC Portal	July 10, 2025 (approximate)

All programs must complete the annual reporting requirements by the deadlines issued by KSDE.

*KIDS Collection System reporting dates are tentative and subject to change. Refer to the "[Submission Calendar](#)" for the appropriate year to confirm dates

- **What should be included in a completed proposal?**

Each application shall include the following information:

- District and Program Coordinator information as requested in the application
- Completed application (use Qualtrics link provided)
- Budget
- Assurance Document – signed by Superintendent accepting funding for individual district or Executive Officer/Director accepting funding for Consortium
- Affiliate Plan (up-to-date using PATNC template June 2021 or newer)– as required by Parents as Teachers National Center and approved by the KSDE Parents as Teachers Program Consultant.
- Affiliate Policies, Procedures and Protocol manual (Essential Requirement 20)

- **How should the proposal be submitted?**

The deadline for KSDE’s receipt of proposals is 11:59 p.m. CST Monday, April 8, 2024. Proposals must be delivered via Qualtrics before the deadline. KSDE staff will be unavailable to provide technical assistance for this grant application after 4:00 p.m. CST on April 8, 2024.

All applicants must submit one completed copy of the grant. The closing date and time will be strictly observed. Supplemental and/or revised materials will **not** be accepted after the closing date and time.

- **Why must districts utilize the Parents as Teachers affiliate model?**

The legislative intent is for these grant funds to support programs utilizing the Parents as Teachers affiliate (evidence-based) model.

- **What are the definitions under this grant application?**

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The following definitions are from the authorizing legislation for Parent Education (K.S.A. 72-4161 et seq):

- a. "Board" means the board of education of any school district.
- b. "School district" means any public school district organized and operating under the laws of the state.
- c. "Parent education program" means a program developed and operated by a board for the purpose of providing expectant parents and parents of infants or toddlers or both with information, advice, assistance, resource materials, guidance and learning experiences regarding such measures as parenting skills and the various styles of parenting, the processes and principles of growth and development of children, home learning activities designed for infants and toddlers, techniques emphasizing a positive approach to discipline, effective methods of communicating and interacting with children so as to foster the development of self-esteem, strategies for structuring behavioral limits and increasing mutual positive regard, and other elements of effective parenting that are conducive to the structuring of a home environment in which children are encouraged to be successful and productive learners.
- d. "Infant" and "toddler" means any child under the age of eligibility for school attendance.
- e. "State board" means the state board of education.

The following definitions apply to this KPAT grant application:

- a. "Advisory Committee" means a group of interested stakeholders representing a variety of community organizations that meet to discuss, plan, and advise the KPAT program. Possible members of the committee could include (non-exhaustive list): parents and family members of young children, representatives of the local board of education, mental health agency personnel, social services agency personnel, individual and/or agency health care providers, church/ministerial alliances, civic service groups, PTA/PTO, senior citizen groups, higher education personnel, private and public preschool and/or child care center personnel, Head Start and/or Early Head Start personnel, Family and Consumer Sciences teachers, and library personnel. If a consortium of districts cooperates in providing the program, the community advisory committee should be representative of the communities served.

Possible responsibilities for the advisory committee include advising on options for coordinating programs and services between the community and the school,

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recruiting prospective parents and children eligible to participate in the program, surveying available community resources and gathering needed information, and serving as a resource to the local program administrator and the internal coordinating committee.

- b. "Resource Materials" means child growth and development materials, as well as parenting resources for families and staff participating in the program.
- c. "Local match" may also be referred to as local contribution.

- **What other considerations must applicants be aware of when applying for KPAT funding?**

K.S.A. 72-4165 establishes a parent education program fund:

1. There is hereby established in every school district which has developed and is operating a parent education program for which grants are awarded under this act a fund which shall be called the parent education program fund, which fund shall consist of all moneys deposited therein or transferred thereto according to law. Notwithstanding any other provision of law, all moneys received by the school district from whatever source for a parent education program operated under this act shall be credited to the fund established by this section. Amounts deposited in the parent education program fund may be used for the payment of expenses directly attributable to the program or may be transferred to the general fund of the school district as approved by the board of education.

- **How will applications be reviewed and selected for funding?**

Applications for grants of state monies and descriptions of KPAT shall be prepared on forms developed by the State Board. Applications shall be submitted no later than April 8, 2024. Applications must be complete to receive consideration for funding. ***The total amount available and mechanism for distribution for 2024-2025 KPAT program funding is dependent upon the final budget approved during the 2024 legislative session.**

Applications will be reviewed and considered for funding based upon:

- 1) PATNC program status: Blue Ribbon/Model/Provisional – based on 2022-2023 program year Affiliate Performance Report
- 2) School District match of a minimum of .50 cents local match for each \$1 of state grant funding.
- 3) The program may not reduce the total amount of local funding provided during the previous fiscal year, as reported in the final audited 2022-2023 (Fiscal Year 2023) local match.

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4) PATNC suggests that to serve a family with PAT model fidelity, an affiliate's budget should be able to support approximately \$3,500/family on the caseload. KSDE will review each affiliate's caseload size (as reported in the Affiliate Performance Report) for school years 2022-2023, 2021-2022, 2020-2021. Following this review, local program allocations may be reduced should caseload and staffing data not reflect a balance in allocation of funds. As additional funds become available in Kansas to support PAT evidence-based home visiting, funds will be allocated to affiliates that have not reached the recommended funding threshold of \$3,500/family.

- **Where can I find more information about the KPAT program?**

The [Kansas Parents as Teachers \(KPAT\) Frequently Asked Questions \(FAQ\) \(ksde.org\)](https://ksde.org/kansas-parents-as-teachers-kpat-frequently-asked-questions-faq) may answer other questions you may have. If you have additional questions not answered by this grant application or the Frequently Asked Questions document, please contact Lisa Williams (lwilliams@ksde.org).

Cover Page

Kansas Parents as Teachers Program Grant Application 2024-2025

Proposal Checklist – all documents and information will be submitted through Qualtrics (this link will be made available to existing affiliates and will be posted on the KSDE webpage at [Kansas Parents as Teachers \(ksde.org\)](https://ksde.org))

- Statement of assurances – signed by Superintendent (individual affiliate) or Director/CEO (consortium affiliate)
- Affiliate Plan – use PATNC template June 2021 or newer to meet requirements of K.A.R. 91-37-3
- Parents as Teachers Policies, Procedures and Protocols (PATNC Essential Requirement 20)
- Application
- Budget template

Assurances – will be submitted as an *attachment* in Qualtrics

2024-2025 KANSAS PARENTS AS TEACHERS PROGRAM: ASSURANCES

READ COMPLETELY BEFORE SIGNING.

The signature page signed by the superintendent (individual affiliate) or CEO/Director (consortium affiliate) participating in the KPAT program certifies the applicant's agreement to the following set of assurances.

For the duration of the 2024-2025 performance period, the program must:

1. Provide a nondiscriminatory program.
2. Ensure that funding provided supports only Parents as Teachers National Center Inc.® (PATNC) affiliate programs.
3. Submit Parents as Teachers Affiliate Plan for approval by the KSDE Kansas Parents as Teachers Consultant.
4. Submit affiliate's Parents as Teachers program policies, procedures and protocol to KSDE for review and feedback. (PATNC Essential Requirement #20)
5. Implement the Parents as Teachers National Center affiliate model with fidelity, at a minimum meeting the PATNC 21 Essential Requirements. If our Parents as Teachers program does not meet model fidelity during the program year (as demonstrated by the Affiliate Performance Report submitted in summer 2024), we will participate in the Parents as Teachers National Center target fidelity project conducted by KSDE.
6. Obtain written authorization from the parent(s) and/or legal caregiver(s) for all health and development screenings administered by the program and maintain documentation if health and/or development screenings are refused. Parents may opt out of screenings for their child(ren).
7. Parents as Teachers program records are documented accurately and thoroughly through a PATNC-approved family data management system. Allow KSDE Parents as Teachers staff access to the records for periodic auditing or other needs as identified by KSDE staff to carry out their duties.
8. Ensure all staff are qualified as their position dictates through PATNC model fidelity.
9. Provide coordination and network of resources with other early childhood care and education programs in the community including Part C Early Childhood Developmental Services, Bright Futures and other local home visiting programs to build on, and not duplicate, services for families with infants and toddlers.

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10. Utilize the Local Interagency Coordinating Council (LICC) or an Advisory Committee that meets at least quarterly (Meetings may occur virtually). This committee must include at least one currently enrolled family. Please note this assurance is a requirement above the PAT National Center requirement of bi-annual advisory meetings.
11. Prepare required reports indicating information about families and children served and provide such other reports and program information as requested by KSDE. A list of required reports is included in this grant application.
12. Obtain a State Student Identifiers number (SSID) for each child participating in the KPAT Program and participate in all required data collections, including entry in the Kansas Individual Data on Students (KIDS) System. *SSID's may be obtained through Foundations for School Success or an ASGT Record to the KIDS System.
13. Maintain records to provide such information and afford access to such records as KSDE may find necessary to carry out its duties.
14. Use fiscal control and fund accounting procedures to ensure proper disbursement of, and accounting for, state funds paid to such applicants under this program.
15. Comply with all funding source requirements awarded through the grant application process established by the Kansas State Board of Education.
16. Match using local funds of a minimum of .50 cents for every \$1 of state grant funding awarded through the grant application process established by the State Board. Total KPAT program budget and local match requirement are subject to the final budget approved during the 2024 legislative session.

I attest that I have read the FY25 Kansas Parents as Teachers program assurances and that the USD will comply with the provisions included for the duration of the performance period.

Superintendent (individual affiliate)/Consortium Director/CEO (consortium affiliate)

Signature: _____

Printed name: _____

Date: _____

Part 2: Application – will be submitted in Qualtrics

Amount of state funds requested for SFY25: _____

Amount of local match funds required for the minimum amount of state funds requested for 2024-2025 (.50 cents for every \$1 in state funds awarded): _____

Applicant information

USD or consortium name and number: _____

Name of superintendent or authorized consortium administrator: _____

Address: _____

City/town: _____

Zip code: _____

Phone: _____

Email: _____

Project Contact Information

Project contact name: _____

Title: _____

Address: _____

City/town: _____

Zip code: _____

Phone: _____

Email: _____

Part 3: Program Description and Program Activities Plan – will be submitted as an **attachment** in Qualtrics (Note: If preferred by the affiliate, Affiliate Plan and Policies, Procedures and Protocols may be included as attachments in the affiliate’s PATNC company profile page on O.L.I.V.E.R)

Program information will be thoroughly and completely documented in the Affiliate Plan submitted with this application or on the affiliate’s Company Profile page in O.L.I.V.E.R.. Use the PATNC Affiliate Plan Template (version June 2021 or newer) and Affiliate Plan Guidance to meet requirement of K.A.R. 91-37-3.

PAT program Policies, Procedures and Protocol (PATNC Essential Requirement 20) – will be submitted through Qualtrics or attached on the affiliate’s Company Profile page in O.L.I.V.E.R.. Policies, Procedures, and Protocol should be: specific to the operations of the affiliate; thoroughly and completely documented; and state date last reviewed. Existing PAT affiliates should submit their most recent version of Policies, Procedures and Protocol. An application being submitted by a District or Consortium of Districts that is not a current PAT affiliate should include a timeline of when policies, procedures, and protocol will be completed.

Part 4: Program Goals– will be submitted in Qualtrics

Describe two specific goals of the program (not currently being attained), how the program plans to achieve these goals, and the positive outcomes for children, families, the community, or the PAT program. Use the SMART Goal format. These goals will be reported on in the PAT midyear report.

Goal 1:

Specific (write clear and concise goal)

Measurable (how will you track your progress)

Achievable (challenging yet achievable)

Relevant (set goal that is relevant to families, children and/or early childhood education in your community)

Timely (state the targeted completion time for this goal)

Goal 2:

Specific (write clear and concise goal)

Measurable (how will you track your progress)

Achievable (challenging yet achievable)

Relevant (set goal that is relevant to families, children and/or early childhood education in your community)

Timely (state the targeted completion time for this goal)

Part 5: Budget– will be submitted in Qualtrics

All applicants must complete *Budget Template (Step 2)* included in this application. Applicants must use *Budget Template* to submit an SFY25 budget.

Step 1: Review the chart below to determine the maximum award amount available to the affiliate. Applications and budgets will only be considered for the maximum award amounts noted in the chart.

FY2025 Kansas Parents as Teachers Grant Awards_Kansas State Department of Education

USD	District Name	Affiliate Status (2022-2023 APR)	FY2024 Grant Allocation	Maximum FY2025 Award
202	Turner-Kansas City	Blue Ribbon	\$ 121,182	\$ 121,370
204	Bonner Springs	Blue Ribbon	\$ 22,010	\$ 22,490
229	Blue Valley	Blue Ribbon	\$ 577,700	\$ 582,870
231	Gardner Edgerton	Blue Ribbon	\$ 99,460	\$ 99,770
232	De Soto	Blue Ribbon	\$ 121,410	\$ 121,950
233	Olathe Public Schools	New		\$ 546,500
239	North Ottawa County	Model	\$ 26,750	\$ 26,950
240	Twin Valley	Provisional	\$ 24,190	\$ 24,300
259	Wichita	Blue Ribbon	\$ 246,120	\$ 246,690

USD	District Name	Affiliate Status (2022-2023 APR)	FY2024 Grant Allocation	Maximum FY2025 Award
260	Derby/Mulvane	Blue Ribbon	\$ 233,000	\$ 261,080 *contingent on expansion to USD 263
261	Haysville	Blue Ribbon	\$ 180,800	\$ 181,910
262	Valley Center Public School	Model	\$ 73,030	\$ 73,090
265	Goddard	Blue Ribbon	\$ 80,930	\$ 81,050
266	Maize	Blue Ribbon	\$ 170,730	\$ 171,470
273	Beloit PAT Consortium USD 273	Blue Ribbon	\$ 139,560	\$ 140,170
305	Salina	Provisional	\$ 94,360	\$ 95,050
306	Southeast of Saline	Model	\$ 39,800	\$ 40,220
308	Hutchinson PAT Consortium USD 308	Blue Ribbon	\$ 213,510	\$ 214,180
320	Wamego	Model	\$ 35,080	\$ 35,200
323	Rock Creek	Blue Ribbon	\$ 47,100	\$ 47,210
333	Learning Cooperative of North Central Kansas (LCNCK) / USD 333 PAT Consortium	Blue Ribbon	\$ 116,140	\$ 116,850
337	Royal Valley	Model	\$ 45,000	\$ 45,370

USD	District Name	Affiliate Status (2022-2023 APR)	FY2024 Grant Allocation	Maximum FY2025 Award
348	Baldwin City	Blue Ribbon	\$ 117,435	\$ 117,670
349	Stafford	Model	\$ 23,800	\$ 23,800
350	St John-Hudson	Blue Ribbon	\$ 26,195	\$ 26,220
359	Argonia PAT Consortium USD 359	Provisional	\$ 71,670	\$ 72,210
361	Chaparral Schools_USD 361	Model	\$ 30,000	\$ 30,000
363	Holcomb	Provisional	\$ 49,592	\$ 28,020
368	Paola PAT Consortium USD 368	Blue Ribbon	\$ 221,600	\$ 223,470
373	Harvey County PAT Consortium	Blue Ribbon	\$ 98,610	\$ 99,020
379	Clay Center PAT Consortium USD 379	Blue Ribbon	\$ 70,590	\$ 70,590
380	Vermillion	Blue Ribbon	\$ 31,830	\$ 32,100
382	Pratt County PAT Consortium USD 382	Provisional	\$ 21,350	\$ 21,350
383	Manhattan-Ogden	Model	\$ 230,000	\$ 231,200

USD	District Name	Affiliate Status (2022-2023 APR)	FY2024 Grant Allocation	Maximum FY2025 Award
394	Rose Hill Public Schools	Model	\$ 40,750	\$ 41,390
405	Rice County PAT Consortium USD 405	Model	\$ 64,970	\$ 65,250
410	Marion County PAT Consortium USD 410	Model	\$ 109,610	\$ 109,610
428	Great Bend	Provisional	\$ 54,160	\$ 54,550
435	Abilene	Model	\$ 117,750	\$ 118,210
437	Auburn Washburn	Blue Ribbon	\$ 113,500	\$ 114,470
443	Dodge City	Provisional	\$ 47,680	\$ 48,320
445	Coffeyville	Blue Ribbon	\$ 88,680	\$ 89,890
453	Leavenworth/Ft. Leavenworth Consortium	Blue Ribbon		\$ 201,820
457	Garden City	Blue Ribbon	\$ 258,880	\$ 260,960
458	Basehor-Linwood	Blue Ribbon	\$ 51,850	\$ 52,500
465	Winfield	Blue Ribbon	\$ 118,410	\$ 119,330
469	Lansing	Blue Ribbon	\$ 94,218	\$ 95,260

USD	District Name	Affiliate Status (2022-2023 APR)	FY2024 Grant Allocation	Maximum FY2025 Award
473	Chapman	Model	\$ 36,770	\$ 36,870
475	Geary County Schools	Blue Ribbon	\$ 143,885	\$ 145,790
482	Dighton	Model	\$ 23,360	\$ 23,480
487	Herington/Rural Vista/Solomon PAT Consortium	Provisional	\$ 51,790	\$ 52,320
489	Hays	Blue Ribbon	\$ 76,570	\$ 77,490
495	Ft Larned	Provisional	\$ 24,241	\$ 24,390
497	Lawrence	Provisional	\$ 174,270	\$ 175,330
498	Valley Heights	Model	\$ 67,096	\$ 67,250
500	Kansas City Kansas	New		\$ 660,090
501	Topeka Public Schools	Blue Ribbon	\$ 553,408	\$ 553,410
512	Shawnee Mission Public Schools	Blue Ribbon	\$ 448,100	\$ 452,380
602	Northwest Kansas Educational Service Center PAT Consortium	Blue Ribbon	\$ 47,715	\$ 48,010
608	Keystone PAT Consortium	Blue Ribbon	\$ 619,160	\$ 622,310

USD	District Name	Affiliate Status (2022-2023 APR)	FY2024 Grant Allocation	Maximum FY2025 Award
609	Southeast Kansas Education Service Center PAT Consortium	Blue Ribbon	\$ 855,030	\$ 861,660
626	Southwest Plains PAT Project Consortium	Model	\$ 50,057	\$ 50,260

Step 2: Use the Budget Definitions and the Budget Template that follows to submit proposed FY25 Parents as Teachers budget including state grant funds and minimum required match. Required minimum match is not less than .50 cents local match for each \$1 of state grant funding. The program may not reduce the total amount of local funding provided during the previous fiscal year, as reported in the final audited 2022-2023 local match. Matching at a higher rate than the minimum required is encouraged to support overall goal of expansion of Parents as Teachers evidence-based home visiting program in Kansas. Local match supports the sustainability of the program should state funds decrease.

Budget Definitions and Template

The **Accounting Handbook** is available on the KSDE School Finance website under [Guidelines and Manuals](#).

Expenditures – Object Codes and definitions

NUMBER	ITEM	DEFINITION
2100	SUPPORT SERVICES – STUDENTS	
100	Personal Services - Salary	Include salaries for parent educators and other staff employed to work in the program.
200	Employee Benefits	Include amounts paid on behalf of employers; these amounts are not included in the gross salary but are in addition to that amount. Include group insurance, social security, unemployment compensation, worker's compensation, and other employee benefits.
300	Purchased Professional and Technical services	Include special services performed by people or firms with specialized skills and knowledge, but not regularly employed by the district.
500	Other Purchased Services	Include transportation and travel services related to transporting parents and their children to and from program activities. Also include cost associated with communication services, advertising, printing, staff travel, and fees associated with curriculum subscription, including renewal.

NUMBER	ITEM	DEFINITION
600	Supplies and Materials	Include expenditures related to the purchase of general office, instructional supplies, and materials. Expenditures for books, periodicals, newspapers, magazines, and reference books are recorded in this line item. Also include purchases of food items for parent group activities.
700	Property	Include expenditures for the purchase of instructional equipment related to the program.
800	Debt Service and Miscellaneous	Include cost for goods and services not otherwise classified in other listed object codes.
2200	Support Services - Instruction	Include cost associated with assisting the staff in meeting certification and ongoing training that may be required by the curriculum distributor. Include staff training costs, workshops, and media services.

Budget Template– will be submitted in Qualtrics

Local match funds may be used for PAT services as determined locally. A minimum of .50 cents local match for each \$1 of state grant funding is required. The total school district match may not be reduced from applicant’s match amount indicated on the final audited 2022-2023 local match amounts. The total match required for FY25 KPAT program funding is dependent upon the final budget approved during the 2024 legislative session. In-kind expenses do not qualify toward the local match requirement.

Categories	State Grant Amount Requested	Total Grant Budget Amounts (local match + state grant amount)	Total Program Budget Amounts (if different from Total Grant Budget) (all fund sources + state grant amount)
2100 100 Salary			
2100 200 Employee Benefits			
2100 300 Purchased Professional and Technical Services			
2100 500 Other Purchased Services			
2100 600 Supplies and Materials			
2100 700 Property			
2100 800 Debt Services and Miscellaneous			
2200 Support Services - Instruction			
Totals			

For more information, contact:

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