

HS ARRA Expansion: Questions and Answers

ERSEA

- 1. What forms are required for Home Based Program enrollment?**
 - All COPA forms must be completed for children enrolled in the HS/EHS ARRA projects.
- 2. What is the allotment of hours for Early Head Start families that do not qualify for Child Care?**
 - EHS is a 3 ½ hour day.

FISCAL

- 1. Is it possible for the HS ARRA contract to be retroactive to August 1, 2009 once we receive final approval from DFSS?**
 - Yes, the contract can be retroactive to August 1, 2009 for Quality Enhancement and Improvement and for COLA 1.84%.
- 2. Is it required that all funds be utilized by the September 30, 2010 date reflected on the allocation sheet?**
 - For COLA, funds must be utilized by the given date.
 - For Quality Enhancement and Improvement, funds for non-personnel items must be utilized by the given date. For personnel hired in January or February 2010, you cannot spend all funds by September 30, 2010.
 - **Please note that DFSS will be submitting a request to carryover unspent ARRA funds.**
- 3. What amount will be allocated for the remaining time period?**
 - Each agency's allocation sheet reflects one year of funding for the project. This amount could vary if OHS approves any carryover or extends the term.

FAMILY SERVICE WORKERS (FSW)

- 1. What name should be used on forms in reference to this position?**
 - Our name for this position is “Family Support Assistant.” Agencies can use a different title for this position granted the position is used to provide approved support to families.

- 2. When can we begin hiring for these positions?**
 - You can begin hiring once your agency receives the allocation for these positions.

- 3. Are agencies that hired Family Service Workers prior to receiving the contract package permitted to bill retroactively to the date of hire?**
 - Yes, agencies that hired FSW’s prior to receiving the contract package can bill retroactively to the date of hire with approval from DFSS.

- 4. Are Family Service Workers permitted to assist with the Home Based Program, or are they required to work in current centers?**
 - FSW’s can assist with the Home Based program as long as they are providing approved support to the families.