

Tri-County Community Council, Inc.
Head Start/Early Head Start

Part: 1302 Program Operations
Subpart: E- Family and Community Engagement Program Services
Section: 1302.53 Community Partnerships and Coordination with Other Early Childhood & Education Programs
Subject: Community Partnerships and Coordination

Policy

The program will take an active role in establishing collaborative relationships and partnerships with community-based services to help improve delivery of services to Head Start/Early Head Start children and their families.

Procedure

1. The program will establish or enhance collaborative relationships within the Tri-County Head Start/Early Head Start service area. The partnership includes but will not be limited to:
 - a. Health care providers, including child and adult mental health, dental, prenatal, and postnatal, nutritional and substance abuse treatment providers.
 - b. Agencies that provide services to children with disabilities and their families.
 - c. Family preservation and support services.
 - d. Child protection services and other agencies working for the prevention of child abuse and neglect.
 - e. Educational and cultural institutions.
 - f. TANF, SNAP, workforce development programs, adult literacy, or adult education.
 - g. Agencies or institutions that provide financial literacy and services to enhance family financial stability.
 - h. Housing assistance agencies.
 - i. Domestic violence prevention and support providers.
 - j. Other organizations or businesses that may provide support and/or resources to families.

2. The program is responsible for establishing a coordinated system of early childhood services to low-income children and families.
 - a. Staff will engage parents and agency representatives in discussions about the purpose and goals of the collaborative partnership.
 - b. Center staff will visit community-based service providers in their area to establish relationships, create a solid understanding of the services they provide, their referral process and educate the agency on Head Start's purpose and services.
 - c. Documentation must be maintained to reflect the level of effort undertaken to establish community partnerships.

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- d. Partnerships will have a memorandum of understanding which should be updated yearly.
 - e. The MOU is not valid until all signatures have been obtained. Every effort will be made to meet the conditions listed in the agreement.
 - f. If there is any issue with obtaining an MOU with an agency, or if an agency requests a change, it must be referred to the Director of Head Start/Early Head Start.
 - g. Signed MOUs are submitted to the Director of Head Start/Early Head Start.
3. Staff are encouraged to become involved in the community through service on community committees as long as it does not interfere with job duties.
 4. Staff should be aware of community events that they could attend to promote the HS/EHS program.
 5. All resources that HS/EHS are aware of will be listed in the resource guide that is provided to parents upon enrollment or at their request.