



Olympic ESD 114 Head Start/ECEAP/Early Head Start In-Kind Match Documentation for Community Partners

For: Community Partners providing Head Start or Early Head Start in-kind match contribution

Due: By November 15 for grant period November through October

Give to: Olympic ESD 114 contact

Purpose: Document in-kind match contribution that describes details of the contribution

Instructions:

In June at partner meetings, (in preparation for the Head Start Continuation Application) meet with provider to review their contribution for the year using the Olympic ESD tracking form and provide assistance in identifying the required resources and identify any changes since the previous year. Also review any potential changes to the projections for the next program year, and verify changes in pay or other basis of calculating in-kind.

The current year's in-kind will serve as the projection for the Head Start Continuation application and basis for tracking the in-kind contributions.