

**PGCCS ERSEA CRITERIA  
09-10 Program Year**

PROPOSED TO POLICY COUNCIL: 01-27-09

*Revised Proposed to Policy Council & Board of Directors: 04-09-09*

**RECRUITMENT PRIORITY** – Each site determines target areas for recruitment based on the community assessment, funded slots, and current housing trends. Collaboration Partnerships are formed with agencies that address the most critical community issues. These partnerships facilitate the recruitment of families most in need of intervention and services.

**SELECTION PRIORITIES** – All applications are identified as *Homeless*, Low Income, Head Start Eligible, or Over Income and prioritized according to the Agency Enrollment Priorities. Each application is entered into the Child Plus system for screening and prioritization per agency criteria.

Agency Priority: Applications prioritized via ChildPlus according to agency priorities.

Local Selection Committee reviews and signs ChildPlus Waiting List. This requires minimum two staff signatures.

Preschool Head Start Priorities	Early Head Start Priorities
<ul style="list-style-type: none"> <li>▪ <i>Children who are homeless.</i></li> <li>▪ Children with a documented disability until the 10% requirement has been met (Low or Over Income).</li> <li>▪ Children transferring from EHS or another PHS program (Low Income only).</li> <li>▪ Children with Letter of Referral from an authorized Community Partner (AzEIP, CPS, MH).</li> <li>▪ Low Income and Head Start Eligible – prioritized according screening income up to the current Income Guidelines.               <ul style="list-style-type: none"> <li>○ 4 year olds</li> <li>○ 3 year olds in Winkelman / Mammoth</li> </ul> </li> <li>▪ Over Income Children – requires prior Family Services Coordinator Approval.</li> </ul>	<ul style="list-style-type: none"> <li>▪ <i>Children who are homeless.</i></li> <li>▪ Children with a documented disability until the 10% requirement has been met (Low or Over Income).</li> <li>▪ Children transferring from another EHS program (Low Income only).</li> <li>▪ Children with Letter of Referral from an authorized Community Partner (AzEIP, CPS, MH).</li> <li>▪ Low Income and Head Start Eligible – prioritized according to screening income up to the current Income Guidelines.               <ul style="list-style-type: none"> <li>○ Pregnant Women</li> <li>○ Infants under twelve months.</li> <li>○ Toddlers –one year old</li> <li>○ Toddlers – two years old</li> </ul> </li> <li>▪ Over Income Children – per EHS procedure.</li> </ul>

Special Circumstance Considerations: Site Manager / Supervisor is responsible for adjusting points to incorporate PC approved special circumstances. Points for applications with special circumstances are adjusted according to the affect an event has had on the child and their quality of life. Full Selection Committee review and sign the adjusted Waiting List. This requires minimum four signatures – two staff and two past parents or community representatives.

Current Special Circumstances (according to agency priority) include:

- Recommendation from CPS, AzEIP, PEA, or Mental Health Partner.
- Domestic Violence
- Family Member with a Disability
- Loss of Family Member, Absent, Divorced, or Incarcerated Parent
- Teen Pregnancy, Teen Parent, or Grandparent Guardian
- Child exposed to drugs, alcohol, or emotional abuse.

**ENROLLMENT PRIORITIES** – Recommendations for funded slots were initially based on the current community assessment information. Local site options may be updated based on information in the community assessment and current waiting lists. When multiple options are available, staff works with families to identify needs and ability to participate to determine most appropriate option.