

Sources



A RESOURCE GUIDE



TO FUNDING ASSISTANCE



FOR PARENTING PROGRAMS

Sources

A RESOURCE GUIDE TO FUNDING ASSISTANCE FOR PARENTING PROGRAMS

FOR PARENTING TEACHERS
TO FINDING ASSISTANCE
A RESEARCH FOR

PROJ. 111111

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Contents

Foreword	4
Program Administration	5
Types of Assistance	6
Available Funds	7
Eligibility	8
Program Listings	9
Federal Agency Directory	20
Exploring Childhood	23
How Monies Are Used	24
Bibliography	26

Foreword

This paper outlines the range of federal funding sources to which local and state educational agencies, institutions of higher education, private nonprofit organizations, and community agencies can turn for assistance in implementing parenting programs (for example, Exploring Childhood). We expect that regional field coordinators, field associates, state and regional liaisons, and other staff will use this publication to provide more direct technical assistance to people who want to introduce or expand parenting programs, but whose recession-pinched budgets can't afford it. Since programs vary from state to state, we have focused on generally relevant information about legislative authorization, sponsoring federal agencies, program purpose, applicant eligibility, and chief contact source. Most of this information is derived from the *Catalog of Federal Domestic Assistance, 1980*. We have included a corresponding *Catalog* number beside each appropriate entry to facilitate your funding search efforts.

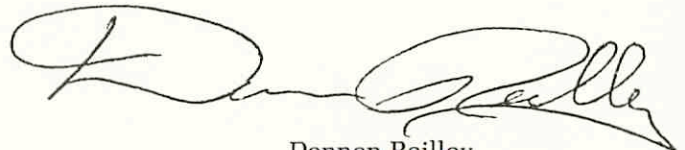
To assist you further, we have added to this edition a bibliography of pertinent grant and foundation sources; documents on federal assistance and proposal writing from the U.S. Government Printing Office; a list of federal agencies, with office addresses and telephone numbers; definitions of the major types of federal assistance; and key personnel involved in education for parenthood. We have left it up to interested readers to pinpoint more specific information.

When we went to press, some items listed in this paper were being amended or eliminated by legislation, while still others were in the process of being authorized. You should frequently check on legislative and program changes by referring to the *Federal Register* and by contacting appropriate federal and state agencies. We have not listed the numerous private, regional, and local foundations that provide support to educational programs, many of which have identified parenting as a priority area for support. You may wish to refer to *The Foundation*

Directory for information about which foundations are supporting what types of programs, your eligibility, and appropriate application procedures.

Some federal programs are included in this document that might not, on first reading, appear appropriate for the support of parenting programs. Effective grantsmanship frequently consists of expanding program officers' perceptions of how their program relates to overall agency goals. For example: Consumer Education support of parenting can lead to a generation of families more knowledgeable about financial and consumer issues. Consumer Education's interests would be served, and because finances are frequently a cause of stress in families the overall national goal of improving the quality of family life would be served as well. If you are in doubt about applicability or eligibility, or need other assistance as you prepare a proposal, you are urged to contact Stan Kruger (refer to page 21 for address and phone number) at the U.S. Department of Education.

I wish to thank the many people who read and responded to the initial edition of this paper. Their helpful comments and suggestions are included here. Special thanks go to Joan Gowett for her patience and persistence. Her efforts to track down every lead, review every piece of relevant legislation, and meet with personnel in the federal agencies cited have made this the most correct and current compendium of funding sources available. Her dedicated research and her diligent attempts to eliminate all irrelevant material have resulted in a most readable and useful paper.



Dennen Reilley
Director of Field Services

Program Administrators

Action administers a number of different programs, including Peace Corps, VISTA, Retired Senior Volunteer Programs (RSVP), and Foster Grandparents. These programs are designed to help developing countries, or groups of people within the United States, that have demonstrated special needs. Help is provided on a personal basis by "volunteers" and often focuses on children's health, education, recreation, and social or physical needs.

Appalachian Regional Commission (ARC) works to improve the economic strength of the 13 states comprising the Appalachian Region, through coordinated planning and selective investments in economic and social development. In 1969, Congress placed greater emphasis on preventive social investments, which led to a new focus on children. As an alternative to costly remedial care for undetected problems, the commission promotes coordinated planning and delivery of combined health, education, and nutritional services for children in the region.

Community Action Agency (CAA). CAAs are local organizations that work to develop strategies for combatting poverty on the community level. In many Model Cities programs, CAAs have formed the basis for citizen participation.

Community Services Administration (CSA), a descendant of the Office of Economic Opportunity, utilizes a nationwide community-action network comprised of nearly 900 Community Action Agencies to respond to the needs of low-income individuals, with a particular focus on children. CSA also sponsors a number of specific grants and demonstration grants to such groups as the Children's Foundation and the Menninger Foundation, to work on child nutrition, child abuse and neglect, education, energy conservation, recreation, and youth employment.

Department of Health and Human Services (HHS), formerly HEW, is charged with responsibility for the type of programs indicated by its title. Some of the subdivisions are described below.

Administration for Children, Youth and Families (ACYF) works to strengthen American family life by improving services and developing new programs for children, youth, and families. The administration is an agency of the Office of Human Development Services, within the U.S. Department of Health and Human Services. ACYF includes the Children's Bureau, the Head Start Bureau, and the Youth Development Bureau. ACYF also includes the Office for Families; the National Center for Child Abuse and Neglect, Day Care, Research, Demonstration and Evaluation; and the Office on Family Vio-

lence. ACYF works at the national, state, and local levels to bring about improvements in legislation, programs, and institutions affecting children, youth, and families.

Public Health Services (PHS) is the federal agency charged specifically with promoting and ensuring the highest level of health attainable for every individual and family. Regional staff work with state authorities to develop cooperative health programs.

Health Services Administration (HSA) serves as a national focus for health programs and services, with emphasis on achieving the integration of service delivery and public and private financing systems, to ensure their responsiveness to the needs of individuals and families at all levels of society. HSA administers health service delivery programs supported by project grants, contracts, or other arrangements, and provides leadership and supports efforts designed to integrate health service delivery programs with public and private health financing programs. It administers formula-grant-supported health service programs, and provides or arranges for personal health services — including hospital and outpatient care to designated beneficiaries.

Alcohol, Drug Abuse and Mental Health (ADAMH) provides funding for research, human resources development and training, prevention, and clinical service in the areas of alcohol and drug abuse, and mental health.

Department of Labor (DOL) is responsible for advancing the public interest by promoting the welfare of American wage earners, improving their working conditions, and advancing their opportunities for employment. The Employment Training Administration of DOL (formerly the Manpower Administration) oversees such programs as WIN (Work Incentive Program) and CETA (Comprehensive Employment and Training Act). CETA is administered by "prime sponsors." A CETA prime sponsor is a public or corporate body that is eligible under federal criteria to contract directly with the U.S. Department of Labor for the operation of employment and training programs in a given locality. The prime sponsors serve their cities and surrounding areas. The mayor or city manager of the lead city is responsible for the administration of the CETA program in each area.

Education Department (ED) holds responsibility for such areas of educational concern as the following: Elementary and Secondary Education, Special Education and Rehabilitative Services, Vocational and Adult Education, Bilingual and Minority Language Affairs, Educational Research and Improvement, and Postsecondary

Education. State Education Agencies (SEAs) and Local Education Agencies (LEAs) are extensions of this federal responsibility.

State Education Agency (SEA) is the organization established by law for the primary purpose of carrying out at least a part of the educational responsibilities of the state. It may be composed of a state board or commission, a chief executive officer, and staff. In some cases, the state board may also serve as the State Board for Vocational Education or the State Board for Vocational Rehabilitation.

Local Education Agency (LEA) is the basic administrative unit of publicly elected or appointed school officials. An LEA may operate public schools or contract for public school services in a given school district, which may be coterminous with county, city, or town boundaries.

National Institute of Mental Health (NIMH) is an operating agency whose basic mission is to promote and sustain health through scientific research of the forces within and around the individual that affect or dictate his or her emotional and mental health, and through treatment and preventive services.

Types of Assistance

Grants

A. Formula Grants — Allocations of money to states or their subdivisions in accordance with a distribution formula prescribed by law or administrative regulation, for activities of a continuing nature not confined to a specific project.

B. Project Grants — The funding for fixed or known periods of specific projects, or the delivery of specific services or products without liability for damages for failure to perform. Project grants include fellowships, scholarships, research grants, training grants, traineeships, experimental and demonstration grants, evaluation grants, planning grants, technical assistance grants, survey grants, construction grants, and unsolicited contractual agreements.

Contracts

A contract is defined as an amount of money paid for the procurement or acquisition of goods and services or property. Contracts are usually used when offering assistance or services to the federal government, rather than when seeking financial aid from the federal government.

Available Funds

- 1. Adoption**
 - 1.1 Administration for Children, Youth and Families — Adoption Opportunities
- 2. Bilingual Education**
 - 2.1 Bilingual Education (Title VII)
- 3. Career Education**
 - 3.1 Career Education State Allotment Program
- 4. Child Abuse**
 - 4.1 Child Abuse and Neglect — Prevention and Treatment
- 5. Community Development**
 - 5.1 Appalachian Child Development
 - 5.2 Community Action
 - 5.3 The Foster Grandparent Program
- 6. Educational Improvement**
 - 6.1 Improvement in Local Educational Practice
 - 6.2 Teacher Centers
 - 6.3 Consumer Education
 - 6.4 Women's Educational Equity Act Program
- 7. Handicapping Conditions**
 - 7.1 Handicapped Early Childhood Assistance
 - 7.2 Handicapped Preschool and School Programs
 - 7.3 Handicapped Regional Resource Centers
 - 7.4 Handicapped Personnel Preparation
 - 7.5 Handicapped Teacher Recruitment and Information
- 8. Health**
 - 8.1 Maternal and Child Health Services
 - 8.2 Maternal and Child Health Training
 - 8.3 Mental Health Clinical or Service-Related Training Grants
 - 8.4 Family Planning Services
 - 8.5 Adolescent Pregnancy Prevention and Services
- 9. Higher Education**
 - 9.1 Adult Education — State Administered Program
 - 9.2 University Community Service — Grants to States
 - 9.3 Higher Education — Cooperative Education
 - 9.4 Administration for Children, Youth and Families — Youth Research and Development
 - 9.5 Child Welfare Services Training Grants
 - 9.6 Community Education — Community Schools
- 10. Job Training**
 - 10.1 Work Incentive Program (WIN)
 - 10.2 Comprehensive Employment and Training Act Programs (CETA)
 - 10.3 Special Programs and Activities for the Disadvantaged
- 11. Library/Instructional Materials**
 - 11.1 Public Library Services
 - 11.2 Instructional Materials and School Library Resources
- 12. Low Income**
 - 12.1 Title XX Preschool Services
 - 12.2 Title XX Handicapped — Day and Home Care
 - 12.3 Educationally Deprived Children — Local Educational Agencies
 - 12.4 Educationally Deprived Children in State Administered Institutions Serving Neglected or Delinquent Children
 - 12.5 Social Services Training Grants — Title XX
 - 12.6 Administration for Children, Youth and Families — Head Start
- 13. Migrants**
 - 13.1 Migrant Health Centers Grants
 - 13.2 Educationally Deprived Children — Migrants
- 14. Native Americans**
 - 14.1 Indian Health Services — Health Management Development Program
 - 14.2 Indian Education — Special Programs and Projects
 - 14.3 Indian Education — Adult Indian Education
- 15. Vocational Education**
 - 15.1 Vocational Education — Basic Grants to States
 - 15.2 Vocational Education — Consumer and Homemaking Education
 - 15.3 Vocational Education — Program Improvement and Supportive Service
 - 15.4 Vocational Education — Grant Program for Indian Tribes and Indian Organizations
 - 15.5 Appalachian Vocational and Other Education Facilities and Operations

Eligibility

Applicant Categories

Agencies and Organizations	State or Local Government	SEAs	LEAs	Higher Education	Recognized Tribes	Individuals
1.1	1.1	2.1	2.1	1.1	10.3	6.4
2.1	2.1	3.1	3.1	2.1	14.1	15.3
4.1	4.1	6.1	6.2	4.1	14.2	
5.1	5.1	6.3	6.3	6.2	14.3	
5.3	5.2	7.2	7.2	6.3	15.4	
6.3	5.3	7.3	7.3	7.3		
6.4	6.3	7.4	7.4	7.4		
7.1	6.4	9.1	9.6	8.1		
7.4	8.3	11.2	12.1	8.2		
7.5	8.4	12.4	12.2	9.2		
8.1	8.5	13.2	12.3	9.3		
8.3	9.4	14.2	14.2	9.5		
8.4	10.1	14.3	14.3	9.6		
8.5	10.2	15.2	15.1	10.3		
9.3	10.3	15.5		15.1		
9.4	12.5					
9.6	12.6					
10.2	15.5					
10.3						
11.1						
12.1						
12.6						
13.1						
15.1						
15.3						

1. Adoption

1.1 Administration for Children, Youth and Families — Adoption Opportunities 13.652*

Federal Agency: Administration for Children, Youth and Families; Office of Human Development Services; Health and Human Services

Authorization: Child Abuse Prevention and Treatment and Adoption Reform Act of 1978, Title II, Section 203, Public Law 95-266.

Purpose: Project grants to provide financial support for demonstration projects to improve adoption practices, to gather information on adoptions, and to provide training and technical assistance to provide improved adoption services.

Applicants: Grants — state or local government or nonprofit institutions of higher learning, state and local government or nonprofit organizations engaged in research on child welfare activities. Contracts — public and private nonprofit agencies and organizations.

Contact: Grants Coordinator, Division of Training and Technical Assistance**

2. Bilingual Education

2.1 Bilingual Education (Title VII) 13.403

Federal Agency: Bilingual and Minority Language Affairs, Education Department

Authorization: Bilingual Education Act; Title VII of the Elementary and Secondary Education Act of 1965, Public Law 89-10, amended by Public Law 95-561.

Purpose: Project grants and formula grants to develop and carry out elementary and secondary school programs, including activities at the preschool level, to meet the educational needs of children of limited English proficiency and to demonstrate effective ways of providing such children instruction designed to enable them, while using their native language, to achieve competence in English and to develop the human and material resources required for such programs. For example, funds may be used for auxiliary and supplementary community and educational activities, including adult education and preschool programs, and parent and teacher training curriculum and materials development.

Applicants: All states, including the District of Columbia, Puerto Rico, Guam, American Samoa, the Virgin Islands, the Trust Territory of the Pacific Islands, and the Department of

*Numbers correspond to those used by *Catalog of Federal Domestic Assistance, 1980.*

**For complete addresses, refer to the Federal Agency Directory in this book.

the Interior. Grants may be made to a State Education Agency, local education agency or agencies, or to an institution of higher education including junior and community colleges, and private nonprofit organizations that apply jointly or after consultation with one or more local education agencies. A nonprofit institution or organization of an Indian tribe may be eligible when it operates an elementary or secondary school on the reservation and is approved by the Commissioner for the purpose of the Title. For research contracts, public and private educational agencies, institutions, and organizations are eligible.

Contact: Regional Director

3. Career Education

3.1 Career Education State Allotment Program 13.596

Federal Agency: Elementary and Secondary Education, Education Department

Authorization: Career Education Incentive Act (Public Law 95-207).

Purpose: Formula grants to enable state and local education agencies to implement career education in elementary and secondary schools. Funds may be used to support career awareness, exploration, decision-making activities that are free of or designed to eliminate bias and stereotyping based on race, sex, age, economic status, or handicaps. Each state has established its own priorities regarding allocation of funds.

Applicants: Grantees — state educational agencies and Insular Area education agencies. Subgrantees — local educational agencies.

Contact: Regional or Local Office — Career Education State Coordinators in each State Department of Education

4. Child Abuse

4.1 Child Abuse and Neglect — Prevention and Treatment 13.628

Federal Agency: Office of Human Development Services, Department of Health and Human Services

Authorization: The Child Abuse Prevention and Treatment Act, Title I, as amended, Public Law 93-247.

Purpose: Project grants and research contracts to assist state, local, and voluntary agencies and organizations to strengthen their capacities to develop programs that will prevent, identify, and treat child abuse and neglect. Grants or contracts are for: (1) providing technical assistance to public and nonprofit private agencies and organizations; (2) demonstration programs and projects to develop and establish

multi-disciplinary training programs; to establish and maintain centers to provide a broad range of activities, including parent self-help, in order to prevent, identify, and treat child abuse and neglect (state grants are made to assist states in developing, strengthening, and carrying out child abuse and neglect prevention and treatment programs); (3) research into the causes and prevention and treatment of child abuse and neglect.

Applicants: Grants — state or local government or other nonprofit institutions of higher learning; state or local government or other nonprofit agencies or organizations engaged in activities related to the prevention, identification, or treatment of child abuse and neglect. Contracts — public and private organizations. State grants — those states qualifying under provisions of Section 4 (b) (2) of the Act.

Contact: Regional Program Directors, Administration for Children, Youth and Families. Director, National Center on Child Abuse and Neglect.

5. Community Development

5.1 Appalachian Child Development 23.013

Federal Agency: Appalachian Regional Commission

Authorization: Appalachian Regional Development Act of 1965, as amended by Public Law 95-193.

Purpose: To create a state and sub-state capability for planning child development programs and a program to provide child development services in underserved areas throughout the region, and to test innovative projects and programs for replicability. Planning grants will be awarded only to the State Interagency Committee designated by the Governor. The planning process must include the development of a comprehensive child development plan.

Applicants: State Interagency Committees are eligible for planning grants. Public and private nonprofit organizations are eligible for project grants, if the projects are consistent with the state plan and priorities.

Contact: Appalachian State Office, or Executive Director, Appalachian Regional Commission.

5.2 Community Action 49.002

Federal Agency: Community Services Administration

Authorization: Economic Opportunity Act of 1964, as amended, Title II, Public Law 95-568.

Purpose: Project grants. The Community Action Agency (CAA) is the prime mechanism for implementing Community Action Programs. The objectives of the CAA are to mobilize and

channel the resources of private and public organizations and institutions into antipoverty action; to increase the capabilities as well as opportunities for participation of the poor in the planning, conduct, and evaluation of programs affecting their lives; to stimulate new and more effective approaches to the solution of poverty problems; to strengthen communications and achieve mutual understanding; and to strengthen the planning and coordination of antipoverty programs in the community. Projects may include day care, school-age education, adult education, and family development.

Applicants: A CAA must be designated by the state, a political subdivision of the state, or a combination of such political subdivisions or Indian tribal governments. A state or local government (or a combination of subdivisions) may designate itself or another agency, which may be either a separate public agency or a private nonprofit organization. The Director of CSA may extend financial assistance for a limited-purpose project to a public or private nonprofit agency that he or she finds is capable of carrying out the project in an efficient and effective manner.

Contact: Regional — Community Action Agency (CAA). National — Deputy Assistant Director for CAA

5.3 The Foster Grandparent Program 72.001

Federal Agency: Action

Authorization: Domestic Volunteer Service Act of 1973, Title II, Part B, Section 211(a), Public Law 93-113.

Purpose: Project grants to provide part-time volunteer service opportunities for low-income persons age 60 and over; and to render supportive person-to-person services in health, education, welfare, and related settings to children having special or exceptional needs, through development of community-oriented, cost-shared projects.

Applicants: Grants are made only to public or nonprofit private agencies or organizations, including state and local governments.

Contact: Action Regional Office

6. Educational Improvement

6.1 Improvement in Local Educational Practice 13.571

Federal Agency: Elementary and Secondary Education, Education Department

Authorization: Elementary and Secondary Education Act, Title IV, Part C, Public Law 95-561.

Purpose: Formula grants to provide assistance to local education agencies for activities that

will improve the educational practices of those agencies, to include, for example, early childhood and family education programs; professional development programs for teachers, administrators, and other instructional personnel; and other innovative programs.

Applicants: Local education agencies.

Contact: State Education Agency

6.2 Teacher Centers 13.416

Federal Agency: Elementary and Secondary Education, Education Department

Authorization: Higher Education Act of 1965, Title V, Part B, Section 532, as amended by the Education Amendments of 1976, Public Law 94-482, Title I and the Education Amendments of 1978, Public Law 95-561.

Purpose: Project grants to better meet the needs of elementary and secondary school students by assisting local educational agencies and institutions of higher education in operating teacher centers designed to provide improved inservice training for teachers, and to develop improved curricula for the schools. Funds may be used to provide inservice training and curriculum development under the supervision of a policy board with a majority of school teachers.

Applicants: Local educational agencies and public and private institutions of higher education.

Contact: Director, Division of Teacher Centers

6.3 Consumer Education 13.564

Federal Agency: Office of School Improvement, Education Department

Authorization: The Elementary and Secondary Education Act of 1965 as amended by Title III, Part E, Section 331 of Education Amendments of 1978, Public Law 94-561.

Purpose: Project grants (contracts) to support projects designed to assist students to develop consumer skills, knowledge, and understanding for marketplace and citizenship roles. Monies can be used to design programs that include for example, information on effective ways of negotiating the health care and/or educational delivery systems for pregnant and adolescent parents.

Applicants: Institutions of higher education, state and local educational agencies, and other public and private nonprofit agencies, organizations, and institutions (including libraries).

Contact: Office of Consumers' Education

6.4 Women's Educational Equity Act Program 13.565

Federal Agency: Educational Research and Improvement, Education Department

Authorization: The Education Equity Act of 1978; Public Law 95-561, Title IX, Part C of Elementary and Secondary Education Act, Education Amendments of 1978.

Purpose: Project grants (contracts) 1) to promote educational equity for women and girls at all levels of education and 2) to provide financial assistance to local educational institutions to meet the requirements of Title IX of the Education Amendments of 1972. Grants are awarded for model developmental, dissemination, and demonstration activities in six authorized activities: 1) curricular, textbooks, and other educational materials; 2) preservice and inservice training for educational personnel; 3) research, development, and other educational activities; 4) guidance and counseling activities; 5) educational activities to increase opportunities for adult women; and 6) expansion and the improvement of educational programs for women in vocational education, career education, physical education, and educational administration.

Applicants: State and local governments, educational institutions and programs, private nonprofit organizations and institutions (including student, community, and women's groups), and individuals.

Contact: Women's Educational Equity Act Program.

7. Handicapping Conditions

7.1 Handicapped Early Childhood Assistance 13.444

Federal Agency: Special Education and Rehabilitative Services, Education Department.

Authorization: Education of the Handicapped Act, Public Law 91-230, Title VI, Part C, U.S.C. 1423, as amended by Public Law 95-49.

Purpose: Project grants to support experimental demonstration, outreach and state implementation of preschool and early childhood projects for handicapped children (children from birth to eight years of age). Parent participation, dissemination of information to the professional community and general public, and evaluation of the effectiveness of each project are included.

Applicants: Public agencies and private nonprofit organizations.

Contact: Division of Innovation and Development

7.2 Handicapped Preschool and School Programs 13.449

Federal Agency: Special Education and Rehabilitative Services, Education Department

Authorization: Education of the Handicapped Act, Title VI, Part B, Public Law 91-230; as amended by Public Law 93-380 and Public Law 94-142; as amended by Part D, Section 1341 of the Education Amendments of 1978.

Purpose: Formula grants to provide the special education and related services needed to make a free, appropriate public education available to all handicapped children in the state.

Applicants: SEAs, initially; LEAs, thereafter, according to state plans.

Contact: SEA, Part B Coordinator, or Director of Special Education, Division of Assistance to States

7.3 Handicapped Regional Resource Centers 13.450

Federal Agency: Special Education and Rehabilitative Services, Education Department

Authorization: Education of the Handicapped Act, Title VI, Part C, Public Law 91-230.

Purpose: Project grants (contracts) to establish regional resource centers that provide advice and technical services to educators for improving education of handicapped children.

Applicants: Institutions of higher education, state education agencies, local education agencies, or combinations of such agencies or institutions (such combinations may include one or more local educational agencies) within particular regions of the United States are eligible to participate in the program.

Contact: Division of Media Services

7.4 Handicapped Personnel Preparation 13.451

Federal Agency: Special Education and Rehabilitative Services, Education Department

Authorization: Education of the Handicapped Act, Title VI, Part F, Sections 631, 632, and 634; Public Law 91-230; as amended by Public Law 93-380, Education Amendments of 1974; as amended by Public Law 95-49; Education Amendments of 1976.

Purpose: Project grants to improve the quality and increase the supply of teachers, supervisors, administrators, researchers, teacher educators, speech correctionists, and other special personnel, such as specialists in physical education and recreation, paraprofessionals, and vocational/career education volunteers including parents and parent coalitions. Training of regular education teachers, supervisors, and administrators is also an objective.

Applicants: Applications for grants may be submitted by institutions of higher education, both public and private senior colleges and community colleges, and state and local educational

agencies. Other nonprofit public and private agencies are eligible for participation.

Contact: Director of Personnel Preparation

7.5 Handicapped Teacher Recruitment and Information 13.452

Federal Agency: Special Education and Rehabilitative Services, Education Department

Authorization: Education of the Handicapped Act, Title VI, Part D, Section 633, Public Law, 91-230.

Purpose: Project grants (contracts) to disseminate information that can help parents, consumer organizations, professionals, and others interested in special education in making decisions that affect the education and general well-being of handicapped children.

Applicants: Public, nonprofit, or private agencies, organizations, or institutions.

Contact: Director of Teacher Recruitment

8. Health

8.1 Maternal and Child Health Services 13.232

Federal Agency: Health Services Administration, Public Health Service, Department of Health and Human Services

Authorization: Social Security Act, as amended, Public Law 90-248, Title V, Section 503.

Purpose: Formula grants and project grants to provide financial support to states to extend and improve a number of health-related services to mothers and children (especially in rural areas and in areas suffering from severe economic distress).

Applicants: Formula grants are available to state health agencies. Limited project grants are available to state health agencies and to institutions of higher learning for special projects.

Contact: Regional Health Administrators: National — Associate Director, MGH.

8.2 Maternal and Child Health Training 13.233

Federal Agency: Health Services Administration, Public Health Service, Department of Health and Human Services

Authorization: Social Security Act of 1935, as amended, Public Law 92-603, Title V, Section 511, 1978.

Purpose: Project grants to train personnel for health care of and related services for mothers and children, particularly mentally retarded children and children with multiple handicaps. Grants may be used to provide support for faculty, traineeships, services, clinical facil-

ities, short-term workshops and institutes, and related support items. Special attention will be given to programs providing training at the undergraduate level.

Applicants: These grants are available to public and other nonprofit institutions of higher learning.

Contact: National — Office for Maternal and Child Health Services

8.3 Mental Health Clinical or Service-related Training Grants 13.244

Federal Agency: Alcohol, Drug Abuse, and Mental Health Administration, Public Health Service, Department of Health and Human Services.

Authorization: Public Health Service Act, Section 303, Public Law 78-410, as amended.

Purpose: Project grants to maintain the existing capacity of training institutions to meet mental health staffing needs.

Applicants: Grants are awarded to public or private nonprofit institutions and organizations, and to state and local government agencies, for training relevant to mental health service priorities in the mental health disciplines of psychiatry, psychology, social work, psychiatric nursing, and for paraprofessional training in other areas relevant to mental health, and in specialized areas of high priority and need, such as state manpower development and for mental health research and development projects; and for state mental health agencies to plan, implement, and evaluate systems for mental health services staff development.

Contact: Regional — none. National — Director, Division of Manpower and Training Programs (Psychiatry, Psychology, Social Work, Psychiatric Nursing, Paraprofessional, State Manpower, Research and Demonstration). Telephone: (301) 443-4257. Director, Division of Special Mental Health Programs, Minority Groups Mental Health Programs, Crime and Delinquency, Aging, Metropolitan Problems. Telephone: (301) 443-3533. Director, Division of Mental Health Service Programs (Service Development). Telephone: (301) 443-3606.

8.4 Family Planning Services 13.260

Federal Agency: Health Services Administration, Public Health Service, Department of Health and Human Services

Authorization: Public Health Services Act, Public Law 96-79, Title X, Section 1003, as extended.

Purpose: Project grants to develop job-specific continuing education training to Title X project staffs; to improve utilization and career devel-

opment of paraprofessional and paramedical manpower in family planning services, particularly in rural areas, through new or improved approaches to program planning and development resources.

Applicants: Any city, county, and state government or nonprofit private entity located in a state (the District of Columbia, Puerto Rico, Guam, American Samoa, the Virgin Islands, and the Trust Territory of the Pacific Islands) is eligible to apply for a grant under this subpart.

Contact: Regional or National Office for Family Planning

8.5 Adolescent Pregnancy Prevention and Services 13.975

Federal Agency: Office of the Assistant Secretary for Health, Department of Health and Human Services

Authorization: The Health Services and Centers Amendments of 1978, Public Law 95-626, Title VI.

Purpose: Project grants to establish networks of community-based health, education, and social services for adolescents at risk of unintended pregnancies, for pregnant adolescents, and for adolescent parents. Proposals must contain core services specified in the statute, for adolescents at risk of unintended pregnancies, for pregnant adolescents, and for adolescent parents.

Applicants: State and local governments; any nonprofit public or private organization.

Contact: Office of Adolescent Pregnancy Programs

9. Higher Education

9.1 Adult Education — State Administered Program 13.400

Federal Agency: Special Projects and Teacher Training, Vocational and Adult Education, Education Department

Authorization: Adult Education Act, Title III, Section 310, Public Law 91-230, as amended.

Purpose: Formula grants to expand educational opportunities and to encourage the establishment of programs of adult education that will enable all adults to acquire basic skills necessary to function in society. Not less than 10 percent of the state allocation must be used for special experimental demonstration projects and teacher training projects.

Applicants: Local Education Agencies.

Contact: State Education Agency

9.2 University Community Service — Grants to States 13.491

Federal Agency: Postsecondary Education, Education Department

Authorization: Higher Education Act of 1965, Title IA, Public Law 89-329, as amended by Public Law 94-482, Title IA.

Purpose: Formula grants to strengthen higher education capabilities; to assist in the solution of community problems; to expand continuing education programs and opportunities; to plan for the sharing of resource materials that will expand learning opportunities for adults.

Applicants: Accredited institutions of higher education may apply to the state agencies for program funds and to administer projects.

Contact: Chief, CSCE Branch, Division of Training and Facilities

9.3 Higher Education — Cooperative Education 13.510

Federal Agency: Postsecondary Education, Education Department.

Authorization: Higher Education Act of 1965, Title VIII, Public Law 89-329, as amended by Public Laws 90-575, 92-318, and 94-982.

Purpose: Project grants to provide support for planning, establishing, and expanding cooperative education programs that alternate periods of full-time academic study with periods of full-time public or private employment. Salaries and administrative expenses are payable, but not compensation of students by an employer.

Applicants: Accredited institutions of higher education, including junior colleges, four-year colleges, and universities; and other public or private nonprofit agencies and organizations for research, training, and demonstration only.

Contact: Division of Cooperative Education

9.4 Administration for Children, Youth and Families — Youth Research and Development 13.640

Federal Agency: Office of Human Development Services, Department of Health and Human Services.

Authorization: Social Security Act of 1935, as amended, Title IV, Part B, Section 426 (a) (1) (A), Public Law 86-778 and Public Law 96-245.

Purpose: Project grants to undertake research on child welfare activities, special research or demonstration projects in the field of child welfare that are of regional or national significance, and special projects for the demonstration of new methods or facilities that show promise of substantial contribution to the advancement of child welfare.

Applicants: Grants — state or local government or other nonprofit institutions of higher learning; state or local government or other nonprofit agencies; agencies engaged in youth research. Contracts — public and private agencies.

Contact: Training and Technical Assistance

9.5 Child Welfare Services Training Grants 13.648

Federal Agency: Office of Human Development Services, Department of Health and Human Services

Authorization: Social Security Act of 1935, as amended, Title IV, Part B, Section 426 (a) (1) (C), Public Law 92-603.

Purpose: Project grants to develop special projects for training personnel for work in the field of child welfare, including traineeships with such stipends and allowances as may be permitted.

Applicants: Public or other nonprofit institutions of higher learning.

Contact: Training and Technical Assistance

9.6 Community Education — Community Schools 13.563

Federal Agency: Vocational and Adult Education, Education Department

Authorization: Community Schools and Comprehensive Community Education Act Title VIII of the Education Amendments of 1978; Public Law 95-561.

Purpose: Project grants (contracts) to provide educational, recreational, cultural, and other related community services in accordance with the needs, interest, and concerns of the community, through the establishment of the community education program as a center for such activities in cooperation with other community groups. Assistance will be provide for leadership, coordination, and administrative costs of planning, expanding, operating, etc., of community education.

Applicants: Local educational agencies and public and private nonprofit organizations, institutions of higher education for training grants.

Contact: Community Education Program

10. Job Training

10.1 Work Incentive Program (WIN) 13.646

Federal Agency: Employment and Training Administration, Department of Labor, in cooperation with Office of Human Development Services, Department of Health and Human Services.

Authorization: Social Security Act of 1935, as amended by Public Law 92-603, Title IV-C; Unemployment Compensation Amendments of 1976, Public Law 94-566, 90 Statute 2689.

Purpose: Formula grants to move men, women*, and out-of-school youth aged 16 or older from dependency on AFDC grants to economic independence through permanent, productive employment, by providing appropriate employment training, job placement, and other related services, supplemented by child care and other social services when needed to enable a person to participate or secure employment.

Applicants: State employment service agencies are usually the ETA agencies for WIN. Social services are provided through a separate administrative unit of the welfare agency. WIN services are available in Puerto Rico, the Virgin Islands, and Guam.

Contact: Regional — contact the local office of the state employment service, the state welfare agency, or the regional coordination committee. National — Executive Director, National Coordination Committee, Work Incentive Program, Washington, D.C. 20213.

10.2 Comprehensive Employment and Training Programs 17.232

Federal Agency: Employment and Training Administration, Department of Labor

Authorization: The Comprehensive Employment and Training Act (CETA) of 1973, Public Law 93-203, as amended, 1978, Public Law 95-524, Title IV, Subpart 1.

Purpose: Formula grants and project grants to provide low-income students who are either employed, under-employed, or in school, with opportunities to learn and earn that will lead to meaningful employment or self-employment opportunities after they have completed the program.

Applicants (Subgrantees): Any government unit or private nonprofit agency that receives a grant from a prime sponsor, grantee, or any other eligible applicant under the Act. (Apply to the funding program: Youth Incentive Entitlement Pilot Projects.)

Contact: Regional — DOL Office. National — Employment and Training Administration

10.3 Special Programs and Activities for the Disadvantaged 17.243

Federal Agency: Employment and Training Administration, Department of Labor

Authorization: Comprehensive Employment and Training Act of 1973, Title III, Section 301,

304-306, 308 Part A, as amended by Public Law 95-524, 92.

Purpose: Project grants to provide, foster, and promote training and other employment related services to groups with particular disadvantages in the labor market. These groups may include displaced homemakers, offenders, persons with limited English-speaking ability, handicapped persons, young people, single parents, older persons, women, minorities, welfare clients, persons lacking educational credentials, and like circumstances.

Applicants: State and local governments, Federal agencies, private nonprofit and profit-making organizations, educational institutions, and Native American entities qualifying for assistance under Section 302 of CETA.

Contact: Office of National Programs

11. Library/Instructional Materials

11.1 Public Library Services 13.464

Federal Agency: Educational Research and Improvement, Education Department

Authorization: Library Services and Construction Act, Title I, Public Law 84-597, as amended.

Purpose: Formula grants to assist in (1) extending public library services to areas without service or with inadequate service; (2) establishing and expanding state institutional library services; (3) library service to the physically handicapped; (4) establishing and expanding library services to the disadvantaged in urban and rural areas; (5) strengthening the metropolitan public libraries that serve as national or regional resource centers; (6) providing programs and projects that serve areas with high concentrations of persons of limited English-speaking ability; and (7) strengthening major urban resource libraries. Funds may be used for books and other library materials, library equipment, salaries, and other operating expenses, for administration of state plans, and for strengthening the capacity of state library administrative agencies for meeting the needs of the people of the states. Funds may not be used for libraries such as law, medical, school, and academic libraries, which are organized to serve a special clientele; or for construction purposes.

Applicants: State library administrative agencies that have authority to administer federal funds, supervise public library service within a state, and together with participating libraries, have financial resources sufficient to match federal funds on a percentage basis according to per capita wealth.

*Especially women whose youngest child is not yet six years of age.

Contact: Division of Libraries and Learning Resources

11.2 Instructional Materials and School Library Resources 13.570

Federal Agency: Educational Research and Improvement, Education Department

Authorization: Title IV of the Elementary and Secondary Education Act of 1965, Public Law 89-10, as amended by Section 401 of Public Law 95-561.

Purpose: Formula grants to carry out a program of making grants to states (1) for the acquisition of school library resources, textbooks, and other printed and published instructional materials for use by children and teachers in public and private elementary and secondary schools; (2) for the acquisition of instructional equipment (such as laboratory and other special equipment, including audiovisual materials and equipment suitable for use in providing education in the academic subjects) for use by children and teachers in elementary and secondary schools; and (3) for guidance, counseling, and testing. (After September 30, 1980, 170 Part B funds may be expended for guidance, counseling, and testing.)

Applicants: State Education Agencies

Contact: Division of Libraries and Learning Resources

12. Low Income

12.1 Title XX Preschool Services

Federal Agency: Office of Human Development Services, Department of Health and Human Services

Authorization: Social Security Act of 1935, as amended by Public Law 92-603, as amended by Public Law 94-142, Title XX.

Purpose: To provide day care and after-school care for children so that their mothers can train for jobs or maintain self-support by working.

Applicants: Day care centers and LEAs through community service agencies to the selected state agency responsible for planning and administering the program.

Contact: Division of Program Coordination and Review, Administration for Children, Youth and Families

12.2 Title XX — Handicapped — Day and Home Care

Federal Agency: Office of Human Development Services, Department of Health and Human Services

Authorization: Social Security Act of 1935, as

amended by Public Law 92-603, as amended by Public Law 94-142, Title XX.

Purpose: To provide grants for part-time care for handicapped children whose family's resources have been strained.

Applicants: Preschool and LEAs through community service agencies apply to the selected state agency responsible for planning and administering the program.

Contact: Division of Program Coordination and Review

12.3 Educationally Deprived Children — Local Educational Agencies 13.428

Federal Agency: Elementary and Secondary Education, Education Department

Authorization: Elementary and Secondary Education Act of 1965, Title I, Public Law 89-10, as amended by Public Law 95-561, 1978.

Purpose: Formula grants to expand and improve educational programs to meet the needs of educationally disadvantaged children in low-income areas, whether enrolled in public or private elementary and secondary schools. Primarily for the provision of instructional activities.

Applicants: Local Education Agencies (LEAs) must apply to State Education Agencies.

Contact: Division of Education for the Disadvantaged

12.4 Educationally Deprived Children in State Administered Institutions Serving Neglected or Delinquent Children 13.431

Federal Agency: Elementary and Secondary Education, Education Department

Authorization: Elementary and Secondary Education Act of 1965, Public Law 89-10, as amended by Public Law 95-561, Title I, Section 152, 1978.

Purpose: Formula grants to expand and improve educational programs to meet the educational needs of neglected and delinquent children in state-administered institutions.

Applicants: Departments of education in states and outlying areas.

Contact: Director, Division of Education for the Disadvantaged

12.5 Social Services Training Grants — Title XX 13.644

Federal Agency: Office of Human Development Services, Department of Health and Human Services

Authorization: Title XX of the Social Security Act, Social Services Amendments of 1974, Public Law 93-647, as amended by Public Law 96-123.

Purpose: Formula grants to provide training and retraining directly related to the provision of social services for staff of the Title XX agency, volunteers attached to the Title XX agency, and service-delivery personnel of provider agencies, as well as students preparing for employment in the Title XX agency.

Applicants: Designated Title XX state agencies in the 50 states and the District of Columbia. To receive federal funds, the state agency must provide its share of the costs.

Contact: State Title XX Office, Division of Program Coordination and Review

12.6 Administration for Children, Youth and Families — Head Start 13.600

Federal Agency: Office of Human Development Services, Department of Health and Human Services

Authorization: Economic Opportunity Act of 1964, Public Law 89-794, as amended by Public Law 95-568, Title V, Section 512.

Purpose: Project grants to provide comprehensive health, educational, nutritional, social, and other services primarily to preschool, economically disadvantaged children aged three to five, in primarily part-time programs, as well as to their families by involving parents in activities with their children so that the children will attain overall social competence.

Applicants: Any local government or private nonprofit agency that meets the requirements may apply for a grant.

Contact: Regional Program Director, Administration for Children, Youth and Families.

13. Migrants

13.1 Migrant Health Centers Grants 13.246

Federal Agency: Health Services Administration, Public Health Service, Department of Health and Human Services

Authorization: Public Health Service Act, Title III, Section 329, c and d, Public Law 78-410, as amended by Public Law 94-63, and Public Law 95-626.

Purpose: Project grants (contracts) to support the development and operation of migrant health centers and projects that provide primary ambulatory and inpatient health services, supplemental health services, and environmental health services that are accessible to migrant and seasonal farm workers and their families. Migrant health program funds may be used for the planning, development, and operation of clearly defined migrant health centers and of migrant health problems, which must meet specific requirements of services available to migratory and seasonal agricultural workers.

Applicants: Any public or nonprofit private entity. Priority will be given to applications submitted by community-based organizations that are representative of the populations to be served. Profit-making organizations are not eligible.

Contact: Regional — each Regional Health Administrator of the HEW regional offices is responsible for the administration of this program. National — Associate Bureau Director for Migrant Health, Bureau of Community Health Services, Room 7A55.

13.2 Educationally Deprived Children — Migrants 13.429

Federal Agency: Elementary and Secondary Education, Education Department

Authorization: Elementary and Secondary Education Act of 1965, Public Law 89-10, as amended by Public Law 95-561, Title I, Part B, Section 141-143, 1978.

Purpose: Formula grants to identify and meet specific needs of migrant children through supplementary instruction, health, nutrition, psychological services, cultural development, and prevocational training and counseling.

Applicants: State Education Agencies.

Contact: Director, Division of Migrant Education.

14. Native Americans

14.1 Indian Health Services — Health Management Development Program 13.228

Federal Agency: Health Services Administration, Public Health Service, Department of Health and Human Services

Authorization: Act transferring responsibility for health services to Indians from Bureau of Indian Affairs (Interior) to Public Health Service; Public Law 83-568, 42 U.S.C. 2001-2004a; Indian Self-Determination Educational Assistance Act, Public Law 93-638, Section 104b, approved January 4, 1975.

Purpose: Project grants to raise to the highest possible level the health of American Indians and Alaskan Natives by providing a full range of curative, preventive, and rehabilitative health services that include public health nursing, maternal and child health care, dental and nutrition services, psychiatric care, and health education. To increase the Indian communities' capacity to staff and manage their health programs. To build the capability of the American Indians to manage their health programs.

Applicants: Federally recognized tribes and tribal organizations.

Contact: Director of Indian Health Services.

14.2 Indian Education — Special Programs and Projects 13.535

Federal Agency: Elementary and Secondary Education, Education Department

Authorization: Indian Education Act, Public Law 92-318, Title IV, Part B, as amended.

Purpose: Project grants to plan, develop, and implement programs and projects for the improvement of educational opportunities for Indian children. Grants may be used to support planning, pilot, and demonstration projects that are designed to plan for, test, and demonstrate the effectiveness of programs for improving educational opportunities for Indian children. Funds may also be used for educational services to improve the educational opportunities of Indian children, and educational personnel training for teachers of Indian children.

Applicants: State and local educational agencies, federally supported elementary and secondary schools for Indian children, tribal and other Indian community organizations, and institutions of higher education may apply for grants to assist in providing educational services not available to Indian children in sufficient quantity or quality (such as programs described in Section 810 (c)(1) of the Indian Education Act) and also to establish and operate exemplary and innovative educational programs.

Contact: Division of Indian Education.

14.3 Indian Education — Adult Indian Education 13.356

Federal Agency: Elementary and Secondary Education, Education Department

Authorization: Indian Education Act, Public Law 92-318, Title IV, Part C, as amended.

Purpose: Project grants to provide basic education and high school equivalency programs for Indian adults; to support educational service programs and planning, and pilot and demonstration projects to improve educational and employment opportunities for Indian adults.

Applicants: State and local educational agencies, Indian tribes, institutions, and organizations may apply for grants.

Contact: Division of Indian Education

15. Vocational Education

15.1 Vocational Education — Basic Grants to States 13.493

Federal Agency: Vocational and Adult Education, Education Department

Authorization: Vocational Education Act of 1963, as amended by Title II of the Education Amendments of 1976, Public Law 94-482.

Purpose: Formula grants to assist states in improving planning for vocational education and work-force training; to maintain, extend, and improve vocational education programs; to develop programs in new occupations; and to provide part-time employment for disadvantaged vocational education full-time students.

Applicants: LEAs, postsecondary schools, public and private nonprofit organizations must apply to state vocational education agencies.

Contact: Director of Vocational and Adult Education

15.2 Vocational Education — Consumer and Homemaking Education 13.494

Federal Agency: Vocational and Adult Education, Education Department

Authorization: Vocational Education Act of 1963, as amended by Title II of the Education Amendments of 1976, Subpart 5, Public Law 94-482.

Purpose: Formula grants to help states conduct training programs for male and female youth and adults in consumer and homemaker education, to include, for example, family living and parenthood education, child development and guidance information, especially in economically depressed or high-unemployment areas.

Applicants: State Boards for Vocational Education or state education agency.

Contact: Division of State Vocational Program Operations

15.3 Vocational Education — Program Improvement and Supportive Service 13.495

Federal Agency: Vocational and Adult Education, Education Department

Authorization: Vocational Education Amendments of 1963, as amended by Title II of the Education Amendments of 1976, Public Law 94-482.

Purpose: Formula grants to assist the states in improving their programs of vocational education by supporting research, curriculum development, exemplary projects, personnel development, sex equity, and guidance.

Applicants: Individuals and organizations must apply to state vocational education agencies.

Contact: Director of Vocational and Adult Education

15.4 Vocational Education — Grant Program for Indian Tribes and Indian Organizations 13.588

Federal Agency: Vocational and Adult Education, Education Department

Authorization: Vocational Education Act of 1963, Title I, Part A, Section 103, as amended

by the Education Amendments of 1976, Public Law 94-482, Title II.

Purpose: Project grants to Indian tribal organizations to plan, conduct, and administer programs or portions of programs authorized by and consistent with the Vocational Education Act for Occupational Training Opportunities for Indians.

Applicants: Indian tribes and tribal organizations that are eligible to contract with the Secretary of the Interior for the administration of programs under the Indian Self-Determination and Education Assistance Act of 1975 or under the Act of April 16, 1934.

Contact: Director, Division of Research and Demonstration

15.5 Appalachian Vocational and Other Education Facilities and Operations 23.012

Federal Agency: Appalachian Regional Commission

Authorization: Regional Development Act of 1975, Public Law 94-188, Title I, Appalachian Regional Commission; Title II, Regional Action Planning Commissions.

Purpose: Project grants to demonstrate area-wide innovative approaches to vocational and general education.

Applicants: States, and through the states, public educational institutions and private postsecondary institutions. Most of the proposals are for regional vocational-technical centers serving multi-county areas as well as several school districts. Education demonstration projects must be administered through a public body and be area-wide in scope.

Contact: Appalachian State Office, or Executive Director, Appalachian Regional Commission

Federal Agency Directory*

- I. ACTION**
806 Connecticut Avenue, NW
Washington, D.C. 20525
Foster Grandparent Program
(202) 254-7310
- II. APPALACHIAN REGIONAL COMMISSION**
1666 Connecticut Avenue, NW
Washington, D.C. 20009
(202) 673-7874
- III. COMMUNITY SERVICES ADMINISTRATION**
1200 19th Street, NW
Washington, D.C. 20036
Community Action Agency
(202) 254-6110
- IV. DEPARTMENT OF HEALTH AND HUMAN SERVICES**
Hubert Humphrey Building
200 Independence Avenue, SW
Washington, D.C. 20201
Office for the Assistant Secretary of Health and Human Services
Adolescent Pregnancy Programs
Room 725-H
(202) 472-9093
Office of Human Development Services
Administration for Children, Youth and Families
Donohoe Building
400 6th Street
Washington, D.C. 20202
- Division of Program Coordination and Review, Title XX
(202) 472-2458
 - Children's Bureau
(202) 755-7816
 - Head Start Bureau
PO Box 1182
Washington, D.C. 20013
(202) 755-7790
 - National Center for Child Abuse and Neglect
(202) 755-0591
 - Training and Technical Assistance
(202) 755-7820
- Public Health Service**
Health Services Administration
Parklawn Building
5600 Fishers Lane
Rockville, MD 20857
- Bureau of Community Health Service
Office for Family Planning
Room 7-15
(301) 443-2430
Office for Maternal and Child Health— Room 7-39
(301) 443-2340
Migrant Health — Room 7A-55
(301) 443-1153
 - Indian Health Service
(301) 443-1085
- Alcohol, Drug Abuse and Mental Health Administration
- Division of Manpower and Training Programs, State Manpower, Research and Demonstration
(301) 443-4257
 - Division of Special Mental Health Programs, Minority Groups Mental Health Programs, Crime and Delinquency, Aging, Metropolitan Problems
(301) 443-3533
 - Division of Mental Health Service Programs
(301) 443-3606
- V. DEPARTMENT OF LABOR**
601 D Street, NW
Washington, D.C. 20213
Division of Employment and Training Administration
(202) 376-6968
- WIN (Work Incentive Program)
(202) 376-7030
 - CETA (Comprehensive Employment and Training Act Programs) — Call your regional Department of Labor office.
 - Office of National Programs
(202) 376-6225

*Note: This is not a complete organizational scheme of federal agencies. Its purpose is to provide a corresponding list of agency addresses and telephone numbers to facilitate your grant search. Unless otherwise indicated, all entries that follow a listed address have the same address.

VI. EDUCATION DEPARTMENT

400 Maryland Avenue, SW
Washington, D.C. 20202 (FOB6)*

Special Education and Rehabilitative Services

Donohoe Building
400 6th Street, SW
Washington, D.C. 20202
(202) 245-9661

- Division of Media Services
(202) 472-1494
- Division of Personnel Preparation
(202) 245-9886
- Division of Innovation and Development
(202) 245-9722
- Division of Teacher Recruitment
(202) 245-9661

Elementary and Secondary Education

- Division of Migrant Education (FOB6)
(202) 245-2222
- Division of Teacher Centers (FOB6)
(202) 653-5839
- Division of Indian Education
Room 2167 (FOB6)
(202) 245-2673
- Division of Education for the Disadvantaged (FOB3)**
(202) 245-2722
- Division of State Educational Assistance Programs (FOB3)
(202) 245-1990
- Division of Career Education
Room 3108-A (FOB3)
(202) 245-2331
- Division of Consumer Education
(202) 653-5983

Vocational and Adult Education (FOB3)

- Division of State Vocational Program Operations
(202) 472-3440
- Division of Research and Demonstration
(202) 245-9634
- Division of Special Projects
(202) 245-9760
- Division of Community Education
(202) 245-0691

Bilingual and Minority Languages Affairs

Reporters Building
300 7th Street, SW
Washington, D.C. 20202
(202) 245-2600

Educational Research and Improvement (FOB6)

- Division of Libraries and Learning Resources
(202) 245-2488
- State and Public Library Service Branch
(202) 472-5150
- Office of School Improvement
(202) 245-2181

Postsecondary Education (FOB6)

- Division of Training and Facilities
(202) 245-9868
- Division of Cooperative Education
(202) 245-2146

VII. NATIONAL INSTITUTE OF MENTAL HEALTH

Parklawn Building
5600 Fishers Lane
Rockville, MD 20857
(301) 443-4573

*FOB6 — Federal Office Building 6, 400 Maryland Avenue, SW.

** FOB3 — Federal Office Building 3, 7th and D Streets, SW, Washington, D.C. 20202

ACYF's 10 Regional Offices

For additional information, write to Regional Program Director, Administration for Children, Youth and Families, at the following addresses.

Region I

Massachusetts, Maine, Vermont, Rhode Island, New Hampshire, Connecticut

Room 2000, JFK Federal Building
Government Center
Boston, Massachusetts 02203
(617) 223-6450

Region II

New York, New Jersey, Puerto Rico, Virgin Islands

Federal Building
26 Federal Plaza, Room 3900
New York, New York 10007
(212) 264-2974

Region III

Pennsylvania, Maryland, West Virginia, Delaware, Virginia, District of Columbia

Post Office Box 13716
3535 Market Street
Philadelphia, Pennsylvania 19101
(215) 596-6763

Region IV

Florida, Alabama, Tennessee, Kentucky, Georgia, South Carolina, North Carolina, Mississippi

101 Marietta Tower, Suite 903
Atlanta, Georgia 30323
(404) 221-2291

Region V

Ohio, Michigan, Minnesota, Illinois, Wisconsin, Indiana

300 South Wacker Drive
15th Floor
Chicago, Illinois 60606
(312) 353-1781

Region VI

Arkansas, Oklahoma, Texas, New Mexico, Louisiana

1200 Main Tower Building
Dallas, Texas 75202
(214) 767-2976

Region VII

Iowa, Kansas, Nebraska, Missouri

Federal Building
601 East 12th Street, 3rd Floor
Kansas City, Missouri 64106
(816) 374-5401

Region VIII

Montana, Colorado, North Dakota, Utah, Wyoming

1961 Stout Street, Room 7417
Denver, Colorado 80202
(303) 837-3106

Region IX

Nevada, Hawaii, Arizona, California, Trust Territories of the Pacific Islands

Federal Office Building
50 United Nations Plaza
San Francisco, California 94102
(415) 556-6153

Region X

Oregon, Alaska, Idaho, Washington

Mail Stop 622, Arcade Plaza Building
1321 2nd Avenue
Seattle, Washington 98101
(206) 442-0838

Sources of Information

The following are key personnel involved in education for parenthood:

Stanley Kruger
Director, Parent/Early Childhood and Special Program Staff
Office of School Improvement
Education Department
400 Maryland Avenue, SW
Washington, D.C. 20202
(202) 245-8118

Dollie Wolverton
Chief, System Development Branch
Administration for Children, Youth and Families
Department of Health and Human Services
Post Office Box 1182
Washington, D.C. 20013
(202) 755-7816

Dennen Reilley
Director, Field Services
Education Development Center
School and Society Programs
55 Chapel Street
Newton, Massachusetts 02160
(617) 969-7100 x 523

Exploring Childhood

What Assistance Is Available?

Regional Field Coordinators (RFCs) and Field Associates are available to provide information about the Exploring Childhood program to potential users as well as teacher education services and technical assistance to current users. You are invited to contact the RFC in your area directly.

Regional Field Coordinator (East)

Suzanne Gabriel
Education Development Center
School and Society Programs
55 Chapel Street
Newton, Massachusetts 02160
(617) 969-7100

Maine, New Hampshire, Vermont,
Massachusetts, Connecticut, Rhode Island,
New York, New Jersey, Pennsylvania,
Delaware, Maryland, District of Columbia,
Virginia, North Carolina, South Carolina,
Georgia, Florida, Puerto Rico, Virgin Islands,
Ohio, Michigan, Indiana, Wisconsin, Illinois,
West Virginia, Tennessee, Kentucky, Alabama,
Mississippi

Field Associates

Elizabeth Carta, Connecticut
Florence Cherry, New York
Joanne Foulk, New Hampshire
Virginia Holmes, Wisconsin
Ruth Kaufman, Connecticut
Judy Knapp, New Hampshire
Kathleen LaChance, Massachusetts
Rhoda Linton, New York
Susan Scott, New York
Pamela Kirkland-Simon, Kentucky
Susan Thompson, Massachusetts
T. David Wallsteadt, Indiana
Kathleen West, Illinois
Dianne H. Willis, Georgia

Regional Field Coordinator (West)

Thomas A. Fitzgerald
Colorado Academy
Box 1177
Englewood, Colorado 80150
(303) 986-1501

Iowa, Missouri, Louisiana, Arkansas, Kansas,
Nebraska, Minnesota, North Dakota,
South Dakota, Colorado, Utah, Arizona, Texas,
Oklahoma, New Mexico, Nevada, Wyoming,
Montana, Idaho, California, Oregon,
Washington, Alaska, Hawaii

Field Associates

Pearl Altenburg, North Dakota
Mary Bath, Minnesota
Marjorie Belanus, North Dakota
Betty Coates, California
Karen Eisenhardt, North Dakota
Sandra Fink, Washington
Donette Gering, South Dakota
Susan Hallonquist, Minnesota
Lorraine Hinds, Minnesota
Linda Holmes, Utah
Phyllis Hudler, Minnesota
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Toni Martorelli, New Mexico
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Austin, Texas 78766
(512) 345-4812

Who Uses Exploring Childhood?

Over 5,800 orders for Exploring Childhood had been received as of July 31, 1980. Types of users include:

Government Agencies:

Such as Eastern Middlesex Opportunity Council, Somerville, MA; or Memphis Public Library, Memphis, TN.

How Monies Are Used

School Budgeting: An Overview

Schools traditionally have operated on a line-item budget consisting of several fixed categories into which all anticipated expenditures are fitted. Frequently, although not always, these categories are further subdivided for schools within the district.

For example:

1. Salaries and wages
 - 1.1 Administration
 - 1.2 Instructional staff
 - Elementary schools
 - Junior high schools
 - Senior high schools
 - 1.3 Clerical staff
2. Instructional materials
3. Instructional supplies
4. Capital items
5. Staff development
6. Transportation
7. Cafeteria
8. Maintenance and operating expenses

In line-item budgets, components of a single program may be distributed over several categories. In the case of Exploring Childhood, booklets, posters, records, and filmstrips (instructional materials) would be separated from films (capital items), as well as from inservice costs (staff development) and travel to field sites (transportation). Frequently, each category is administered by a different person.

Under this system, teachers and administrators are asked to submit their budget requests for the following school year early in the fall, and are often given dollar amounts or percentage increases over the previous year's budget, within which they must work. Further, their budget requests are frequently restricted to certain categories (e.g., instructional materials and supplies). At the same time, area directors and coordinators are also preparing their budget requests within similar constraints — often without conferring with teachers. All budget requests are then assembled in the central office and cast in a line-item budget format. School budgets are prepared according to a schedule, as follows:

September-October:

Teachers submit budget requests for the following year to their principal.

October-November:

Principals review, cut, and transmit requests to the central office. Area directors and coordinators prepare and transmit requests to the control office.

Higher Education:

Such as Cornell University, College of Human Ecology, Ithaca, NY; or Curriculum Library of Framingham State College, Framingham, MA.

Medical/Health Service:

Such as Regional Drug and Alcohol Commission, Allentown, PA; or School of Medicine, University of Maryland, Baltimore, MD.

Mental Health Service:

Such as Rural Mobile Clinic, Reno, NV; or West Roslindale Park Mental Health Center, Boston, MA.

National Youth-Serving Voluntary Agencies:

Such as Boy Scouts of America, Girl Scouts of the USA; or the Salvation Army.

Preschool/Day Care/Head Start:

Such as the Training Coordinator, Liberty County Preschool, Bristol, FL; Child Development Association training program, Fall River, MA; or the Child Care Council of Crook, Deschutes, Jefferson Bend, OR.

Professional Associations:

Such as the American Academy of Pediatrics, Evanston, IL; or the National Alliance Concerned with School-Age Parents, Washington, D.C.

REA/SEA/LEA:

Such as DHEW Region X, Seattle, WA; Louisiana State Department of Education, Child Development Division; or Minneapolis Public Schools, Department of Home Economics, Minneapolis, MN; and schools in all 50 states, the District of Columbia, Puerto Rico, the Virgin Islands, and several foreign countries.

Religious Organizations:

Such as Chicago Uptown Ministry, Chicago, IL; Archdiocese of St. Paul, MN; or Friends Seminary, New York, NY.

Retardation/Rehabilitation Agencies:

Such as the Indiana Federation of Councils for Exceptional Children, Indianapolis, IN; or the United Community Corporation, Newark, NJ.

Voluntary Agencies:

Such as the Junior League of Boston, MA, and others.

December-January:

Central office staff review, cut, and cast total budget into a line-item format. Central office staff prepare a Budget Issue paper for any new programs or staff.

February-March:

Central office transmits budget to the Board of Education; Board of Education members review and cut budget.

March-April:

Board of Education transmits revised budget to the Town Council, or Board of Finance. Town Council members review budget and make further cuts.

May:

Town Council passes revised budget and sets dollar amounts of budget. Board of Education and central office staff determine which categories will be reduced to fit the dollar amount granted. Central office transmits new amounts to schools and area directors, who revise their requests and prepare purchase orders.

June-July:

Purchase orders for the following school year are prepared and mailed to vendors.

Typically, the fiscal year of the local education agency (LEA) commences July 1 and runs through June 30 of the following year.

Currently, with assistance from USOE, local education agencies and state education agencies (SEAs) are recasting line-item budgets into a program planning and budgeting system (PPBS) format. PPBS budgets list all expenses for a single program together. The purpose is to clarify the budgeting process, make it easier to compare program costs, and allow budget cuts to be made based on program priorities. For example:

1. Administration
 - 1.1 Staff salaries and wages
 - 1.2 Travel
 - 1.3 Materials
 - 1.4 Supplies
2. Instructional programs
 - 2.1 Business
 - 2.2 English
 - 2.3 Foreign languages
 - 2.4 Mathematics
 - 2.5 Science
 - 2.6 Home Economics
 - Grade 1/name and description of course
 - Grade 12/name and description of course
 - Staff

- Instructional materials
- Films
- Supplies (expendable items)
- Transportation
- Support
- Staff development

2.7 Social studies

Included with the budget is a complete listing of the goals of the program, the scope and sequence of individual courses, and the number of students enrolled. True cost of books, films, etc. is obtained by amortizing the cost over the expected life of the item, usually five years. High-cost courses will be conspicuous under this budgeting system and must be proven to be cost-effective. Many schools will use PPBS to determine cost-effectiveness by comparing data regarding cost per student with standardized test scores. While this practice has questionable validity, it will undoubtedly occur.

Under this system, teachers, administrators, area directors, and coordinators work together with central office staff to prepare the budget. The time schedule is approximately the same as that previously listed.

Introduction of relatively high-cost courses like Exploring Childhood was sometimes inhibited by the line-item budget format, because the individual teacher and school were unable to underwrite the total cost and frequently did not have access to others who could have shared the cost (for example, the audio-visual coordinator). Introduction may be inhibited in the future by the PPBS format, because the total cost will appear in one budget category rather than being spread over many categories.

Sources of Grant Information

About Foundations: How to Find the Facts You Need to Get a Grant. Judith B. Margolin. Available from The Foundation Center, 888 Seventh Avenue, New York, NY 10019.

Annual Register of Grant Support. Published annually. Available for \$52.50 from Marquis Academic Media, 200 East Ohio Street, Chicago, IL 60611.

Basic Funding Development. Clark C. Nichols. Available from Grantsman, Inc., Pine City, MI.

Catalog of Federal Domestic Assistance. Any search for federal assistance should begin with this catalog, which is the most comprehensive source of information on federal assistance programs. Published annually by the Office of Management and the Budget, the catalog lists currently funded programs that are available to state and local governments, public agencies, organizations, institutions, and individuals. It is published in May each year, but is not available in bookstores until August. Order the catalog from the Superintendent of Documents, U.S. Government Printing Office, Washington, DC 20402.

Code of Federal Regulations (CFR). Permanent rules appearing in the *Federal Register* are published in the CFR; however, the lag-time often runs as long as a year. The CFR is divided into 50 titles representing broad subject areas. Each title contains specific regulatory areas and programs in chapters that generally bear the name of the issuing agency. The CFR is available in federal bookstores as well as in most major libraries. Individual titles, which range in price from \$2 to \$8, may be purchased from the Superintendent of Documents, U.S. Government Printing Office, Washington, DC 20402.

Commerce Business Daily. This publication lists all potential contracts that federal agencies plan to initiate, contract awards that exceed \$25,000, and upcoming sales of government surplus property. It can be ordered from the Superintendent of Documents, U.S. Government Printing Office, Washington, DC 20402. The price is \$75 per year.

Developing Skills in Proposal Writing. Mary Hall. Available from Continuing Education Publications, Corvallis, OR 97330.

Directory of Research Grants, 1976-77. William K. Wilson, compiler, and Betty Wilson, editor. Available from Oryx Press, Phoenix, AZ.

The Federal Assistance Programs Retrieval System (FAPRS). FAPRS, a computerized means of finding assistance, contains programs from the *Catalog of Federal Domestic Assistance* in 20 categories and 176 subcategories. The system uses the same functional index categories and subcategories that are found in the catalog. When making a search, users of FAPRS can specify the type of assistance wanted, thus eliminating non-financial assistance programs. FAPRS provides a list of applicable programs, but the user must refer back to the catalog for the program description. Each state has an access point where an FAPRS search can be made. In addition, three companies — Dialcom, General Electric, and Service Bureau Company — are licensed to use and sell FAPRS.

For more information on FAPRS, or for the location of the nearest state access point, contact the Office of Management and the Budget, Budget Review Division, Federal Program Information Branch, Washington, DC 20503.

The Federal Funding Guide for Elementary and Secondary Education. Available from Education Funding Research Council, 752 National Press Building, NW, Washington, DC 20045.

Federal Register. The register contains all public regulations and legal notices issued by federal departments and agencies, including guidelines and regulations for grant programs and announcements of contract solicitations for research and training. Published daily, the *Federal Register* can be found in government document depository libraries and most larger local libraries. Subscriptions cost \$5 per month, or \$50 per year, and can be ordered from the Superintendent of Documents, U.S. Government Printing Office, Washington, DC 20402.

Finding Federal Money for Children's Services. William C. Copeland, Seneca Corporation. Available from CWLA Hecht Institute for State Child Welfare Planning, 1346 Connecticut Avenue, NW, Washington, DC 20036.

The Foundation Center National Data Book, Volumes One and Two. The *National Data Book* is sold only as a two-volume set. Order for \$40 from The Foundation Center, 888 Seventh Avenue, New York, NY 10019.

The Foundation Directory (6th ed.). Marianna O. Lewis, editor. Available for \$35 from The Russell Sage Foundation, The Foundation Center, 888 Seventh Avenue, New York, NY 10019.

Grants Administration. William Willner and Perry B. Hendricks. Available from National Graduate University, 4101 Yuma, NW, Washington, DC 20016.

Grantsmanship Center News. Published six times a year by the Grantsmanship Center, a nonprofit, tax-exempt institute, this publication provides in-depth articles on both public and private funding. It includes many basic articles on obtaining grants, writing proposals, and developing resources, as well as information about deadlines, new grant programs, and new publications. Subscriptions cost \$20 per year and can be ordered from the Grantsmanship Center, 1031 South Grand Avenue, Los Angeles, CA 90015.

Other periodicals that report on federal programs include the Lutheran Resources Commission's *Newsbriefs*, the National Association of Counties *News*, and the Center for Community Change's *Federal Programs Monitor*. *Newsbriefs*, at \$50 per year, can be ordered from the Lutheran Resource Commission, 1346 Connecticut Avenue, NW, Washington, DC 20036. *The News*, at \$35 per year, can be ordered from the National Association of Counties, 1735 New York Avenue, NW, Washington, DC 20006. And the *Monitor*, published twice yearly, can be obtained for \$10 from the Center for Community Change, 1711 Connecticut Avenue, NW, Washington, DC 20009.

The Grass Roots Fundraising Book: How to Raise Money. Available from The Grass Roots Fundraising Book, Dept. GCI, PO Box 988, Hicksville, NY 18802.

Higher Education Daily. Available by subscription for \$195 per year from Capital Publications, Suite G12, 430 Pennsylvania Avenue, NW, Washington, DC 20037.

How to Prepare a Research Proposal: Suggestions for Those Seeking Funds for Behavioral Science Research, 2nd ed. David K. Krathwohl. Available from Syracuse University Bookstore, Syracuse, NY 13210.

How to Write a Proposal. Michael McIntyre. Available from Education, Training and Research Sciences Corporation, Washington, DC

Management Circulars A-102, A-110, A-111, and 74-4. These documents set the basic rules for administering federal grants, which all federal agencies are supposed to follow. Circular A-102 (formerly 74-7), which explains administrative requirements for grants, and Circular 74-4, which describes direct and indirect costs, apply to grants to state and local governments. Circular A-110 applies to grants to private, nonprofit organizations. These circulars also include sections on grants payments, matching shares, financial management and reporting, use of income

generated by a grant, purchasing and bidding, revising budgets, closing out a grant, and more. Circular A-111 deals with jointly-funded assistance to state and local governments and nonprofit groups. Available free from the Publications Office, Office of Management and the Budget, 726 Jackson Place, NW, Washington, DC 20503.

Preparing Instructional Objectives. Available for \$4.25 from Fearon Publishers, 6 Davis Drive, Belmont, CA 94002.

Proposal Writing. Jack Crawford and Cathy Kielsmeier. Available from Continuing Education Publications, Corvallis, OR 97330.

United States Government Manual. This paperback is the official handbook of the federal government. Every department, agency, commission, and quasi-governmental organization is described, with agency addresses, telephone numbers, and key personnel listed. Order from the Superintendent of Documents, U.S. Government Printing Office, Washington, DC 20402, or check with your federal bookstore.

User's Guide to Funding Resources. Available from Chilton Book Company, Radnor, PA 19089.

Another source of tips and trends is Capitol Publications, which publishes 27 different newsletters on a daily, weekly, biweekly, or monthly basis. Capitol specializes in education, health, social welfare, and energy. Two of Capitol's best are *Education Daily* (\$275 per year), which covers legislation, regulations, funding, policy, and the agencies; and *Federal Grants and Contracts Weekly* (\$114 per year), which features lists of federal grants for the education community and a calendar of upcoming preproposal conferences. Order from Capitol Publications, Inc., Suite G-12, 2430 Pennsylvania Avenue, NW, Washington, DC 20037.

Federal Bookstores

Many valuable government publications can be obtained at federal bookstores (though you can no longer purchase the catalog or any other "subscription services" from the bookstores). It is a good idea to go through a federal bookstore sometime when you are in a city in which one is located to become familiar with some of the information available from the government. The Government Printing Office has over 25,000 publications.

When ordering publications directly from Washington, write to the Superintendent of Documents, U.S. Government Printing Office, Washington, DC 20402.

Following is a list of federal bookstores.

Washington, DC

Main Bookstore
710 North Capitol Street
(202) 275-2091

Commerce Department
14th and E Streets, NW
(202) 377-3527

HEW
330 Independence Avenue, SW
(202) 472-7478

Pentagon Building
Main Concourse
(703) 557-1821

State Department
21st and C Streets, NW
(202) 632-1437

USIA
1776 Pennsylvania Avenue, NW
(202) 724-9928

Atlanta, Georgia

Federal Building
275 Peachtree Street, NE
(404) 221-6946

Birmingham, Alabama

9220 Parkway East
B, Roebuck Shopping City
(205) 229-1056

Boston, Massachusetts

John F. Kennedy Federal Building
Sudbury Street
(617) 223-6071

Chicago, Illinois

Everett McKinley Dirksen Building
219 South Dearborn Street
(312) 353-5133

Cleveland, Ohio

Federal Office Building
1240 East 9 Street
(216) 522-4922

Columbus, Ohio

Federal Office Building
200 High Street
(614) 469-6956

Dallas, Texas

Federal Building
U.S. Courthouse
1100 Commerce Street
(214) 749-1541

Denver, Colorado

Federal Building
1961 Stout Street
(303) 837-3964

Detroit, Michigan

Patrick V. McNamara Federal Building
477 Michigan Avenue
(313) 226-7816

Houston, Texas

45 College Center
9319 Gulf Freeway
(713) 226-5453

Jacksonville, Florida

Federal Building
400 West Bay Street
(904) 791-3801

Kansas City, Missouri

Federal Office Building
601 East 12 Street
(316) 374-2160

Los Angeles, California

Federal Office Building
300 North Los Angeles Street
(213) 688-5841

Milwaukee, Wisconsin

Federal Building
519 East Wisconsin Avenue
(414) 224-1304

New York, New York

26 Federal Plaza
(212) 264-3825

Philadelphia, Pennsylvania

Federal Office Building
600 Arch Street
(215) 597-0677

Pueblo, Colorado

720 North Main Street
Majestic Building
(303) 544-3142

San Francisco, California

Federal Office Building
450 Golden Gate Avenue
(415) 556-6657

Seattle, Washington

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915 Second Avenue
(206) 442-4270

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