



UNITED STATES DEPARTMENT OF EDUCATION  
UNITED STATES DEPARTMENT OF HEALTH AND HUMAN SERVICES



May 2, 2016

Megan Irwin  
Early Learning Systems Director  
Oregon Department of Education, Early Learning Division  
775 Summer St. NE  
Salem, OR 97301

Dear Ms. Irwin:

This letter is in response to Oregon's request to amend its approved Race to the Top – Early Learning Challenge (RTT-ELC) grant projects. The U.S. Department of Education and the U.S. Department of Health and Human Services (the Departments) approved Oregon's grant projects and scope of work, including supplemental funds, in January 2014. On April 15, 2016, the Oregon Early Learning Division submitted an amendment request, in which it proposes adjustments to its budget to move unspent funds from 2015 into 2016.

As you are aware, the Departments have the authority to approve amendments to your RTT-ELC plan and budget, provided that such a change does not alter the scope or objectives of the approved proposal. On July 18, 2012, the Departments sent a "Grant Amendment Submission Process" document to RTT-ELC Project Directors indicating the process by which amendments would be reviewed and approved or denied. To determine whether approval could be granted, the Departments have applied the conditions noted in that document and compared it with RTT-ELC program requirements and conditions.

Oregon has requested to reallocate \$3,713,348 in unspent funds from its Year 3 budget to its Year 4 budget and make several other necessary adjustments. These amendments do not impact Oregon's overall RTT-ELC goals or performance measures. The specific amounts changing in each year and category are detailed in the State's request. Most of the proposed changes are moving funds within projects from Year 3 to Year 4. Across all projects, funds for indirect costs are being increased due to a change in the approved indirect cost rate. Excess funds in Projects 3 and 7 are being moved to Projects 2, 4, and 6.

The following amendment request is approved, as described below:

Project 1 (Grant Management): Oregon is requesting an increase of \$139,103 for Year 4. The budget for personnel is increased to reflect current staffing needs. Funding for technical assistance is increased to support Oregon's equity proposal. The remaining categories are decreased to adjust for increased personnel and indirect cost expenses.

Project 2 (TQRIS Validation Studies): Oregon is requesting an increase of \$185,289 for Year 4. This increase reflects a delay in processing a payment at the end of Year 3, but all funds in this project are obligated. Oregon is adding \$7,142 to this project to reflect a minor change in the total contract amount.

Project 3 (Increase Participation of ELDP on the TQRIS): Oregon is requesting an increase of \$175,640 for Year 4. Increases in contractual and funds to partners reflect delays in Year 3 payments. Overall funding in Project 3 is decreasing by \$69,681 to reflect staffing changes and contract modifications.

Project 4 (Workforce Build Capacity): Oregon is requesting an increase in this project of \$268,225 for Year 4. Funds in Year 4 are being increased by \$105,108 in personnel and \$17,465 in fringe to support projected staffing costs for the remainder of the grant. Small increases in travel and supplies (\$29,000)

support implementation needs of the project. An increase of \$132,815 in funds to partners reflects delays in Year 3 payments. Funding for this project is increasing overall by \$124,687.

Project 5 (Improve Rates of Developmental Screening at Regular Intervals): Oregon is requesting an increase of \$305,071 for Year 4. This change reflects a delay in Year 3 payments which resulted in the funds being expended in early 2016.

Project 6 (TQRIS Data): Oregon is requesting an increase of \$1,914,300 for Year 4. This increase primarily reflects delays in procurement and increased personnel costs. Funding for this project is increasing overall by \$523,695 to reflect additional personnel and fringe benefit costs needed to complete the data system.

Project 7 (Public Access): Oregon is requesting an increase of \$665,729 for Year 4. This increase of primarily reflects delays in finalizing contracts. The overall budget for this project has been decreased by \$585,843 and will be used to fund Projects 2, 4, and 6.

Project 8 (Aligned ECE to K-3 Teaching and Learning): Oregon is requesting an increase of \$44,424 in Year 4. Increases in personnel, fringe and travel reflect current implementation needs. Contractual spending is increased by \$34,553 to support a conference planned for Year 4.

Project 9 (Oregon Kindergarten Assessment): Oregon is requesting an increase of \$15,567 for Year 4. Personnel and fringe have been decreased to reflect current staffing needs. An increase of \$61,096 in supplies will fund a collaborative agency effort to develop professional development training, resources, tools, and materials to strengthen the capacity of kindergarten teachers.

We understand that this amendment request will not impact Oregon's overall RTT-ELC goals, plans, outcomes, or performance measures, but will ensure Oregon can continue to make progress on its RTT-ELC scope of work activities.

Please note that this letter will be posted on the Department of Education's website as a record of the amendment request and our approval. All budget changes are recorded in the GRADS 360 system and the detailed budget request is saved in the official grant file.

We are confident that Oregon will continue its comprehensive efforts towards building successful state systems of early learning. If you need any assistance regarding RTT-ELC, please do not hesitate to contact your Project Officer, Deborah Spitz, at (202) 260-3793 or [Deborah.Spitz@ed.gov](mailto:Deborah.Spitz@ed.gov) or your co-project officer Agda Burchard, at (206) 615-2574 or [Agda.Burchard@acf.hhs.gov](mailto:Agda.Burchard@acf.hhs.gov).

Sincerely,

/s/

Libby Doggett  
Deputy Assistant Secretary  
Office of Early Learning  
Office of Elementary and Secondary Education  
U.S. Department of Education

/s/

Linda K. Smith  
Deputy Assistant Secretary for Early Childhood  
Development  
Administration for Children and Families  
U.S. Department of Health and Human Services