

## FY25 Early Childhood Education Grant Alternative Operating Schedule Waiver

This application is to request a waiver from the requirement to operate a standard Early Childhood Education (ECE) Grant schedule, which requires the ECE Grantee’s programs to operate a minimum of 12.5 hours per week of classroom instruction for the minimum school year (455 hours). As outlined in [Section 423.40 of House Bill 33](#) the Ohio Department of Children and Youth may grant a waiver for one of the following reasons:

- The Grantee is working in collaboration with a preschool special education program and does not meet the 12.5 hours weekly but still meets the 455 hours total (must request a waiver annually);
- The Grantee meets the 12.5 hours weekly but unable to meet the 455 hours total; or
- The standard schedule presents a one-time hardship for the program.

This waiver is for State Fiscal Year 2025 (school year 2024-2025). Submit the completed waiver application by email to: [EarlyChildhoodEducation@childrenandyouth.ohio.gov](mailto:EarlyChildhoodEducation@childrenandyouth.ohio.gov). The Department of Children and Youth will notify Grantees if the Alternative Operating Schedule Waiver has been accepted.

Grantee Name	IRN	Superintendent/ Program Administrator Name
Superintendent/Program Administrator Email Address		Superintendent/Program Administrator Phone Number
<p><b>Check the box below indicating the type of waiver your program is requesting.</b></p> <p><input type="checkbox"/> Preschool Special Education Collaboration – not meeting 12.5 hours weekly but still meets 455 hours for the year.</p> <p><input type="checkbox"/> Yearly 455 hours total not met</p> <p><input type="checkbox"/> Hardship Request – one-time only request from the required 455 hours</p>		
<p><b>Are all the locations at which you serve ECE-funded students affected?</b></p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No – if no, please list the sites at which you are proposing the alternative operating schedule.</p>		
<p><b>Are all your ECE Grant funded slots affected?</b></p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No – please list the number of ECE Grant funded slots that are affected.</p>		

## Section 2: Type of Waiver Request Rational

### **Preschool Special Education Collaboration Hardship**

Describe the ECE weekly schedule and hours. Include how the Grantee collaborates with a Preschool Special Education Program.

**Yearly Hardship**

What is your planned ECE Grant yearly and weekly schedule? Include the first day and last day of school and weekly schedule and total yearly hours.

Are there additional activities, events, or preschool programming from the weekly instructional days and times? If so, describe and include hours spent.

Explain the challenge in meeting the 455 hours yearly?

The Alternative Operating Waiver for meeting the yearly 455 hours is not intended to be used each year. Grantees should be actively engaging in plans to meet the Ohio Legislative requirement. Describe plans and steps the Grantee is taking to meet the 455 yearly requirement for the next fiscal year.

**Hardship Request**

Describe the reason for the one-time hardship.

What was the planned or typical yearly calendar? Provide the start and end dates of how the program meets the 455 yearly and 12.5 weekly ECE Grant hours.