



City of San Antonio

Agenda Memorandum

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Agenda Date: October 17, 2024

In Control: City Council A Session

DEPARTMENT: Department of Human Services

DEPARTMENT HEAD: Melody Woosley

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

2025-2026 Head Start Program Continuation Grant Application

SUMMARY:

The Department of Human Services (DHS) requests approval of the following grant and budgetary actions for the City of San Antonio Head Start Program operating as the Head Start Pre-K Program and the Early Head Start Program:

- a) Submission of the Head Start Program continuation grant application and associated grant documents to the U.S. Department of Health and Human Services, and acceptance upon award of federal funds in an amount up to \$31,458,112.00 for the period of February 1, 2025 to January 31, 2026, of which \$28,547,787.00 is to support the Head Start Pre-K Program, and \$2,910,325.00 is to support the Early Head Start Program;
- b) A total program budget for the Head Start Pre-K Program (HS Pre-K) of \$35,684,734.00, which includes an in-kind match of \$7,136,947.00;
- c) A total program budget for the Early Head Start Program (EHS) of \$3,637,906.00, which includes an in-kind match of \$727,581.00; and

d) Decrease the DHS Head Start Pre-K Program personnel complement from 114 to 110 positions.

This ordinance also authorizes the Director of Human Services to initiate, negotiate, and execute any and all necessary documents including a grant contract, and contract amendments accepting, when approved by the U.S. Department of Health and Human Services: a) carryover funds; b) line item budget revisions; c) modifications to the performance measures so long as the terms of the amendment stay within the general parameters of the intent of the grant; d) no cost extensions; e) supplemental grant funds in an amount up to 20% of the total ordinance budget amount; f) reimbursement increases of administrative funds for each participant served; g) one time equipment purchases or defined program services; and h) changes in regulations mandated.

BACKGROUND INFORMATION:

The Head Start Program is a federally funded program administered by the U.S. Department of Health and Human Services (HHS). The DHS Head Start Program (Program) focuses on the organization and development of the next generation of leaders in the EISD and SAISD communities. The Program provides early childhood education (ECE), family support, and comprehensive support services to eligible children between the ages of six-weeks to five years old, and their families.

The City of San Antonio (City) has served as a grant recipient for the Head Start Program for 45 years, since 1979. The DHS Head Start Program serves children at or below the federal poverty line and prioritizes the most vulnerable children, including those with disabilities, experiencing homelessness, and in the foster care system. The program's mission is to prepare children and engage families for school readiness and lifelong success. The City's Program currently serves a total of 3,114 children: 24 EHS children at Blessed Sacrament Academy, 897 children at EISD (777 HS Pre-K Program and 120 EHS Program) and 2,193 HS Pre-K children in the SAISD. The Program contracts with Blessed Sacrament Academy, EISD and SAISD to provide educational services, the San Antonio Metropolitan Health District for dental services, and University of the Incarnate Word for health services.

ISSUE:

On August 2, 2024, the Program received notification from HHS of available funding, for year two of the five-year project period, in the amount of \$31,458,112.00, for the period of February 1, 2025 to January 31, 2026. This ordinance authorizes budgetary, grant, and contract related items to ensure the continuation of HS Pre-K Program and EHS Program services for the period of February 1, 2025 to January 31, 2026. Funding will provide for the Program's operational costs and provision of direct family and community support and mental wellness services, service provider operations, and includes a decrease to the personnel complement from 114 to 110 positions due to budgetary constraints.

The grant application is due to HHS on November 1, 2024. The 2025-2026 continuation grant application was reviewed and approved by the Head Start Policy Council on September 24, 2024. Awarded grant funds for the 2025-2026 Program Year will provide for Program services, along with the continued partnerships with Blessed Sacrament Academy, EISD, and SAISD.

The total DHS Head Start Program funding amount of \$35,684,734.00 includes HS Pre-K program operations amount of \$28,275,056.00 and \$272,731.00 for training and technical assistance to offer HS Pre-K program services for 2,970 children and their families. The Head Start Pre-K programs' contribution of non-federal resources is \$7,136,947.00, which is 20% of the grant.

The total funding amount also includes the EHS program operations of \$2,860,102.00 and \$50,224.00 for training and technical assistance to continue EHS program services for 144 children and their families. The EHS program's contribution of non-federal resources is \$727,581.00, which is 20% of the grant.

The DHS Head Start Division personnel complement will decrease from 114 to 110 positions, eliminating four vacant positions. The caseload per Family Service Worker will increase from 56 to 59 families but the number of children served will remain the same.

ALTERNATIVES:

If this ordinance is not approved, the Office of Head Start would have to identify a different recipient of the grant, which would interrupt services to eligible HS Pre-K and EHS children and their families. Infant and toddlers would be at risk of not receiving quality care in the service area. The DHS HS Pre-K and EHS programs would not be able to provide program services and training and technical assistance to 3,114 children and their families and staff 110 positions. Additionally, Blessed Sacrament Academy, EISD, and SAISD would not be able to provide high quality ECE and family support services to children ages six-weeks to five years old in their classrooms and childcare centers.

FISCAL IMPACT:

This ordinance authorizes the following grant and budgetary actions for the City of San Antonio Head Start Program operating as the Head Start Pre-K Program and the Early Head Start Program:

- a) Submission of the Head Start Program continuation grant application and associated grant documents to the U.S. Department of Health and Human Services, and acceptance upon award of federal funds in an amount up to \$31,458,112.00 for the period of February 1, 2025 to January 31, 2026, of which \$28,547,787.00 is to support the Head Start Pre-K Program, and \$2,910,325.00 is to support the Early Head Start Program;
- b) A total program budget for the Head Start Pre-K Program (HS Pre-K) of \$35,684,734.00, which includes an in-kind match of \$7,136,947.00;
- c) A total program budget for the Early Head Start Program (EHS) of \$3,637,906.00, which includes an in-kind match of \$727,581.00; and
- d) Decrease the DHS Head Start Pre-K Program personnel complement from 114 to 110 positions.

RECOMMENDATION:

Staff recommends approval.