



# City of San Antonio

## Agenda Memorandum

**File Number:**

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**Agenda Item Number:** 18

**Agenda Date:** April 17, 2025

**In Control:** City Council A Session

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**DEPARTMENT:** Department of Human Services

**DEPARTMENT HEAD:** Melody Woosley

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

2025-2026 Early Head Start - Child Care Partnership Program Continuation Grant Application

**SUMMARY:**

This ordinance authorizes approval of the following grant and budgetary actions for the Department of Human Services (DHS):

a) Submission of the EHS-CCP 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 \$3,441,041.00 for the period of August 1, 2025, to July 31, 2026; for a total program budget for the EHS-CCP of \$4,301,301.00, which includes an in-kind match of \$860,260.00 and personnel complement of 16 grant funded existing positions.

b) 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 (Program) is a federally funded program administered by the U.S. Department of Health and Human Services (HHS), Office of Head Start (OHS). 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. It is comprised of three programs, including the Head Start Program, the Early Head Start Program, and the EHS-Child Care Partnership (EHS-CCP) Program; the City of San Antonio (City), Department of Human Services (DHS) is a grant recipient for each.

The City has served as a grant recipient of the Head Start Program for 45 years since 1979. DHS was awarded the EHS-CCP grant in 2015. This program serves 216 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. Its mission is to prepare children and engage families for school readiness and lifelong success by focusing on the organization and development of the next generation of leaders in the EISD and SAISD communities.

The EHS-CCP program provides full-day, full-year, comprehensive services that meet the needs of children and families, enhance access to high-quality childcare and support the healthy development of infants and toddlers through strong relationship-based experiences. DHS currently contracts with six non-profit child development centers to provide educational services, the San Antonio Metropolitan Health District for dental services, and University of the Incarnate Word for health services.

## **ISSUE:**

On January 31, 2025, the Program received notification from HHS of available funding in the amount of \$3,441,041.00, for the period of August 1, 2025, to July 31, 2026. This ordinance authorizes budgetary, grant, and contract related items to ensure the continuation of EHS-CCP services for the period of August 1, 2025, to July 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.

The grant application is due to HHS on May 1, 2025. The 2025-2026 continuation grant application was reviewed and approved by the Head Start Policy Council on March 25, 2025. Awarded grant funds for the 2025-2026 Program Year will provide for Program services, along with the continued partnerships with six non-profit child development centers.

The total DHS EHS-CCP funding amount of \$3,441,041.00 includes program operations amount of \$3,376,241.00 and \$64,800.00 for training and technical assistance to offer EHS-CCP Program services for 216 children and their families. The EHS-CCP Programs' contribution of non-federal resources is \$860,260.00, which is 20% of the grant.

**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 EHS-CCP children and their families. Infant and toddlers would be at risk of not receiving quality care in the service area. The DHS EHS-CCP Programs would not be able to provide program services and training and technical assistance to 216 children and their families and staff 16 positions. Additionally, the six non-profit childcare development centers would not be able to provide high quality ECE and family support services to children ages six-weeks to 3yrs old in their classrooms and childcare centers.

**FISCAL IMPACT:**

This ordinance authorizes approval of the following grant and budgetary actions for the Department of Human Services (DHS):

a) Submission of the EHS-CCP 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 \$3,441,041.00 for the period of August 1, 2025, to July 31, 2026, for a total program budget for the EHS-CCP of \$4,301,301.00, which includes an in-kind match of \$860,260.00 and personnel complement of 16 grant funded existing position.

**RECOMMENDATION:**

Staff recommends approval.