

**THIS IS A PROPOSED DRAFT AND WILL BE REPLACED BY THE FINAL, SIGNED ORDINANCE OR RESOLUTION ADOPTED BY THE CITY COUNCIL.**

**ORDINANCE**

**AUTHORIZING A GRANT APPLICATION AND ACCEPTANCE UPON AWARD OF UP TO \$3,441,041 FROM THE U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES FOR THE EARLY HEAD START-CHILD CARE PARTNERSHIP GRANT FOR THE PERIOD AUGUST 1, 2025 TO JULY 31, 2026; A TOTAL PROGRAM BUDGET INCLUDING AN IN-KIND GRANT MATCH OF \$860,260 AND A PERSONNEL COMPLEMENT.**

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**WHEREAS**, in 2015, the U.S. Department of Health and Human Services (HHS) awarded the Department of Human Services (DHS) a grant to establish an Early Head Start-Child Care Partnership (EHS-CCP) program and in 2019 for an Early Head Start (EHS) education and development programs for low-income families with infants and toddlers (ages 6 weeks to 35 months), in addition to the Head Start preschool program awarded since 1973 for children ages 3 and 4 years old (collectively, the “City’s Head Start Program”); and

**WHEREAS**, the City currently contracts with six childcare centers located in the San Antonio and Edgewood independent school district areas until July 31, 2025, to provide high-quality comprehensive EHS-CCP services for 216 children and families; and

**WHEREAS**, on January 31, 2025, HHS notified DHS of available funding for the period August 1, 2025, to July 31, 2026; and

**WHEREAS**, the grant application is due to HHS on May 1, 2025; the Head Start Policy Council approved it on March 25, 2025, and the Executive Leadership Team approved on April 3, 2025;  
**NOW THEREFORE:**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAN ANTONIO:**

**SECTION 1.** Submission for and acceptance upon award of up to \$3,441,041.00 for an Early Head Start – Child Care Partnership (EHS-CCP) grant from the U.S. Department of Health and Human Services (HHS) for the period August 1, 2025 to July 31, 2026 is approved. A copy of the grant application is on file with DHS.

**SECTION 2.** The City Manager or designee, or the Director of the DHS or designee, is further authorized to negotiate and execute any and all necessary documents to effectuate the application and acceptance of the grant, and to execute grant contract amendments pertaining to the grant when approved by HHS, to include: a) carry-over funds; b) line item budget revisions; c) modifications to the performance measures so long as the terms 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 amount initially awarded; f) reimbursement increases or decreases due to a change in the number of participant served; g) one-time equipment purchases or defined program services; and h) changes in regulations.

**SECTION 3.** A proposed budget including an in-kind matching budget of up to \$860,260.00, which is attached hereto and incorporated herein for all purposes as **Attachment I**, is hereby approved and adopted for entry in the City books. Upon acceptance of this award, new funds and internal order numbers will be created, upon which the award amount of up to \$ 4,301,301.00 from HHS will be appropriated in said fund. A formal final budget which will include a department specific fund, Internal Order numbers, and General Ledger numbers will be submitted by the department upon award.

**SECTION 4.** The personnel complement of sixteen (16) positions for the EHS-CCP program, attached and incorporated here for all purposes as **Attachment II**, is approved.

**SECTION 5.** Funding is available from Internal Order Number 13800000XXXX, GL 5202020, and Fund 220223XXXX entitled “EHS-CCP FY24-25”, for a total amount up to \$3,441,041.00. Payment not to exceed the budgeted amount.

**SECTION 6.** The financial allocations in this Ordinance are subject to approval by the Deputy Chief Financial Officer, City of San Antonio. The Deputy Chief Financial Officer may, subject to concurrence by the City Manager or the City Manager’s designee, correct allocations to specific Cost Centers, WBS Elements, Internal Orders, General Ledger Accounts, and Fund Numbers as necessary to carry out the purpose of this Ordinance.

**SECTION 7.** This Ordinance is effective immediately upon the receipt of eight affirmative votes; otherwise, it is effective ten days after passage.

**PASSED AND APPROVED this 17th day of April, 2025.**

**M A Y O R**  
**Ron Nirenberg**

**ATTEST:**

**APPROVED AS TO FORM:**

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Debbie Racca-Sittre, City Clerk

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Andrew Segovia, City Attorney

## **ATTACHMENT I**

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## **ATTACHMENT II**

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