

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

AN ORDINANCE

AUTHORIZING ACCEPTANCE UPON AWARD OF UP TO \$30,743,236.00 FROM THE U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES FOR THE CITY OF SAN ANTONIO HEAD START AND EARLY HEAD START PROGRAMS FOR THE PERIOD FEBRUARY 1, 2024 TO JANUARY 31, 2025; TOTAL PROGRAM BUDGETS OF \$34,873,225.00 FOR THE HEAD START PROGRAM WHICH INCLUDES AN IN-KIND MATCH OF \$6,974,645.00, AND \$3,555,820.00 FOR THE EARLY HEAD START PROGRAM WHICH INCLUDES AN IN-KIND MATCH OF \$711,164.00; A PERSONNEL COMPLEMENT OF 114 POSITIONS FOR THE DEPARTMENT OF HUMAN SERVICES; AND THE EXECUTION OF TWO SERVICE PROVIDER CONTRACTS IN A COMBINED AMOUNT UP TO \$21,534,051.00 FROM FEBRUARY 1, 2024 THROUGH JANUARY 31, 2029, CONTINGENT ON THE ANNUAL GRANT AWARD.

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WHEREAS, the City of San Antonio Head Start Program (“the Program”), through the Department of Human Services, operates the City’s Head Start (HS pre-K) and Early Head Start (EHS) programs for children and families below the federal poverty level; and

WHEREAS, the federally-funded early childhood education and development programs are administered by the U.S. Department of Health and Human Services (USDHHS) to provide services to children between the ages of 0-3 (EHS) and 3-5 (HS pre-K), and is governed by City Council and the elected parents of a Head Start Policy Council; and

WHEREAS, on November 11, 2022, via Information Memorandum ACF-IM-HS-22-09, titled Enrollment Reductions and Conversion of Head Start Slots to Early Head Start Slots, USDHHS urged grant recipients to converting HS pre-K services (“slots”) to EHS slots; and

WHEREAS, DHS commissioned a community assessment which found a greater need for EHS services in the San Antonio community and proposes to convert 50 HS pre-K slots to 16 EHS infants and toddlers slots; and

WHEREAS, the grant application is due to USDHHS on November 1, 2023, the Executive Leadership Team approved it on September 15, 2023 and, as federally required, the Head Start Policy Council approved on September 26, 2023; **NOW THEREFORE:**

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

SECTION 1. Acceptance upon award of up to \$30,743,236.00 from the U.S. Department of Health and Human Services (USDHHS) for the City of San Antonio Head Start (HS pre-K) and Early Head Start (EHS) programs for the period of February 1, 2024 to January 31, 2025, is approved. A copy of the application is on file with Department of Human Services (DHS).

SECTION 2. The City Manager or designee, or the Director of the DHS or designee, is authorized to initiate, negotiate, and execute any and all necessary documents, including a grant contract and contract amendments accepting, when approved by USDHHS: 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 amount initially awarded; f) reimbursement increases of administrative funds for each participant served; g) one time equipment purchases or defined program services; and h) changes in regulations.

SECTION 3. The execution of education service provider contracts with the Edgewood Independent School District for a total annual amount not to exceed \$6,812,638.00 and the San Antonio Independent School District for a total annual amount not to exceed \$14,721,413.00, for the period of February 1, 2024 to January 31, 2029, are incorporated and attached here as **Attachments I and II**, respectively, and are approved, contingent upon availability of grant funds.

SECTION 4. A proposed total budget of \$34,873,225.00 for the HS pre-K program, which includes an in-kind matching budget of \$6,974,645.00, and a proposed total budget of \$3,555,820.00 for the EHS program, which includes an in-kind matching budget of \$711,164.00, is attached and incorporated here for all purposes as **Attachment III**, and is approved. Upon acceptance of this award, new funds and internal order numbers will be created, upon which the award amounts from USDHHS of up to \$27,898,580.00 for HS pre-K and \$2,844,656.00 for EHS will be appropriated. Formal final budgets which will include a department-specific fund, and Internal Order and General Ledger numbers will be submitted upon award.

SECTION 5. The proposed personnel complement of one hundred fourteen (114) positions, which is attached and incorporated here for all purposes as **Attachment IV**, is approved.

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 19th day of October, 2023.

M A Y O R
Ron Nirenberg

ATTEST:

APPROVED AS TO FORM:

Debbie Racca-Sittre, City Clerk

Andrew Segovia, City Attorney

ATTACHMENT I

ATTACHMENT II

ATTACHMENT III

ATTACHMENT IV

ATTACHMENT V