



# City of San Antonio

## Agenda Memorandum

**File Number:**

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**Agenda Item Number:** 17

**Agenda Date:** October 21, 2021

**In Control:** City Council A Session

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**DEPARTMENT:** Department of Human Services

**DEPARTMENT HEAD:** Melody Woosley

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

Early Head Start (EHS) Grant Refunding Application

**SUMMARY:**

This ordinance authorizes the submission of an Early Head Start grant application and associated grant documents to the U.S. Department of Health and Human Services (HHS), and acceptance upon award of federal funds in an amount up to \$2,143,177.00 for the period of February 1, 2022 to January 31, 2023. This item also authorizes total program budget of \$2,678,971.00 including an in-kind match of \$535,794.00, and a personnel complement of 6 positions for DHS.

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 HHS: 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 mandated.

## **BACKGROUND INFORMATION:**

The City of San Antonio Head Start Program is a federally-funded program administered by U.S. Department of Health and Human Services (HHS). Head Start focuses on the organization and development of the next generation of leaders in our inner-city communities and it encourages our future leaders to advance throughout their educational careers. The programs provide early childhood education, family support, and comprehensive support services to eligible children between the ages of six weeks and five years, and their families. The Department of Human Services Head Start Program (DHS Head Start) is unique in that the partnership between the City of San Antonio, San Antonio Independent School District (SAISD) and Edgewood Independent School District (EISD) was developed with the intent of targeting center city school systems that provide a window into the future of our state and nation. The City of San Antonio's commitment to early childhood education is clear as the community has made an investment to young children and their families through local funding of the PreK4SA initiative. As a City managed program, Head Start is in the forefront of initiatives to remove barriers to equity and plays a vital role in this discussion as City Council governs the program alongside the parent run Policy Council.

The DHS Early 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.

In collaboration with EISD, the DHS Early Head Start grant provides early childhood education and development for income eligible families with infants and toddlers (ages 6 weeks to 35 months). DHS EHS partners with EISD to provide high-quality comprehensive services for 128 – 80 center-based and 48 home-based infants and toddlers and their families that will continue to raise the quality of early childhood care and education of children in the service area. EHS center-based services are offered at the Stafford Early Childhood Center which also serves as a Head Start PreK campus. DHS EHS provides full-day, full-year comprehensive services that meet the needs of our most vulnerable children and families, enhance access to high-quality child care, and support the development of infants and toddlers through strong relationship-based experiences. DHS EHS, Edgewood ISD, San Antonio Metropolitan Health District (Metro Health), Family Service Association and the University of the Incarnate Word (UIW) partner to prepare children and families for a successful transition to preschool.

## **ISSUE:**

On August 18, 2021, DHS received notification from HHS of available funding, for the third year of the five-year project period, in the amount of \$2,143,177.00, for the period of February 1, 2022 to January 31, 2023. This ordinance authorizes budgetary, grant, and contract related items to ensure continuation of EHS Infant and Toddler Program services for the period of February 1, 2022 to January 31, 2023. Funding will provide for DHS's operational costs and provision of direct family and community support and mental wellness services, including a personnel complement of 6 positions, and service provider operations.

The grant application is due to HHS on November 1, 2021. The 2022-2023 Early Head Start grant applications was approved by Head Start Policy Council on September 28, 2021. Awarded grant funds for the 2022-2023 Program Year will provide for the continuation of Early Head Start Program services and the City's policy of enhancing early childhood education. The DHS EHS personnel complement will remain at 6 positions.

**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 families and children. EHS would not be able to provide program services to 128 children or their families.

**FISCAL IMPACT:**

This ordinance approves the submission of an EHS grant application and associated grant documents to the U.S. Department of Health and Human Services (HHS), and acceptance upon award of an amount up to \$2,143,177.00 for the period of February 1, 2022 to January 31, 2023; and authorizing total program budget of \$2,678,971.00 including an in-kind match of \$535,794.00 and a personnel complement of 6 positions for DHS.

**RECOMMENDATION:**

Staff recommends approval of this ordinance authorizing submission of the EHS grant application, and associated grant documents, and acceptance of funds upon award, a budget, and associated program personnel complement.