



City of San Antonio

Agenda Memorandum

File Number:
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Agenda Item Number: 2

Agenda Date: November 14, 2023

In Control: Head Start Policy Council Meeting

DEPARTMENT: Department of Human Services

DEPARTMENT HEAD: Melody Woosley

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Approval of Budget Amendment for the 2023-2024 Head Start and Early Head Start Budget

SUMMARY:

This item presents the following from the Department of Human Services (DHS) Head Start, Early Head Start, and Early Head Start-Child Care Partnership programs for action by the Head Start Policy Council.

BACKGROUND INFORMATION:

Head Start grant recipients are given expanded authority over their budget during the execution of a program during its respective budget period. This expanded authority allows for recipient to reallocate funding within their approved budget across budget categories in the amount up to \$250,000, or 10% of their approved budget, whichever is less.

In the event a grant recipient needs to reallocate funding more than this threshold, the Office of Head Start requires that each grantee generate a formal Post Award Budget Revision amendment. In the event this occurs, the amendment needs to be approved by the Grantee's Policy Council.

ISSUE:

Rules and regulations for the Head Start, Early Head Start, and Early Start-Child Care Partnership grants as set forth by the U.S. Department of Health and Human Services (HHS) require the Head Start Policy Council to review programmatic actions to oversee certain key responsibilities.

FISCAL IMPACT:

There is no anticipated impact to the general fund as a result of these actions.

ALTERNATIVES:

The review of the items included in this memorandum are required for program compliance with U.S. Department of Health and Human Services rules and regulations for Head Start, Early Head Start, and Early Head Start- Child Care Partnership programs.

RECOMMENDATION:

Staff will present a briefing on this item subject to possible action by the HSPC Committee. Staff recommends review and approval of the items included in this memorandum.